

# ROUS LENCH PARISH COUNCIL.

<b>Draft minutes of the Full Parish Council meeting held on Monday 23<sup>rd</sup> January 2017 at 7.30 pm in Rous Lench Village Hall.</b>
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<b>Present:</b>	Cllrs. Mr. White (Chair), Mr. Dudley, Mr. Browne and Mr. Hughes. <b>In attendance:</b> Mrs. N Holland (Clerk), Dist. Cllrs. Mrs. Steel and Mr. Wilkinson, Anthony Hopkins and 1 parishioner.
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<b>55/16</b>	<b>Apologies:</b> Cllr. Mrs. Wicks Mrs. Davis, (reasons accepted by Council) and County Cllr. Mr. Holt.
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<b>56/16</b>	<b>Declarations of Interest:</b> None declared
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<b>57/16</b>	<b>Dispensations:</b> Nil received.
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<b>58/16</b>	<b>Co-option:</b> no applications received. Post re-advertised.
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<b>59/16</b>	<b>District Cllr. and Police reports:</b> <u>Police report:</u> No report received. District Cllrs reported that the budget proposals will be presented to the full Council on the 22 <sup>nd</sup> February 2017.
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<b>Public Question time:</b>	Meeting suspended 7.35pm, reconvening at 7.40pm. Notes attached to these minutes.
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<b>60/16</b>	<b>Minutes:</b> proposed by Cllr. Mr. Dudley, seconded by Cllr. Mr. Hughes and <b>resolved</b> to adopt the minutes of the Full Parish Council Meeting held on 28.11.16 duly signed by the Chairman.
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<b>61/16</b>	<b>Clerk's report:</b> <u>New Homes Bonus</u> – currently available £1488.
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<b>62/16</b>	<b>Financial matters.</b>
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62.1	<b>Resolved</b> to authorise payments as listed; summary of accounts and bank reconciliation to 30.11.16.agreed. (Appendix 1)
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62.2	<u>External Audit report:</u> the Council noted the comments on the high level of reserves. This is because the Council in 2004/5 increased its precept to account for work that needed to be carried out on three Listed Buildings in the Parish. At that time ownership of these structures was not known and it was assumed that the Council would be responsible. At the November 2006 meeting the Council reduced the precept requirement as they were aware at that point that two of the listed buildings were not in their ownership, the ownership of the third structure was not known until January 2007. The Council resolved in 2007 to transfer the money that was allocated for this work to the deposit account to use for replacement of assets. The amount of precept is minimal but in order to maintain/replace assets, which the Council has a large number of part of the funds in reserves will be put to this use. (See policy).
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62.3	<b>Resolved</b> to renew the following contracts with no changes for 2017-18: a) Internal Auditor - once accounts completed for year ending March 2017 the Internal Auditor will be resigning from her post. b) Parish Lengthsman. c) Inspection of Assets.
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62.4	The notes from the Finance Working Group duly noted and the following considered: a) <b>Resolved</b> to adopt the Balances and Reserves Policy. b) Precept requirement for 2017/18 - proposed by Cllr. Mr. Dudley, seconded by Cllr. Mr. Hughes
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	and <b>resolved</b> that the budget to form the precept for 2017/18 would remain the same at £4200. However, due to change in the Council tax Base figure this would show as an increase on householders' tax bill of 1.4%.
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<b>63/16</b>	<b>To appoint representative</b> for Village Hall Committee – item deferred as no volunteers at present.
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<b>64/16</b>	<b>Planning.</b>
64.1	The following application was considered: a) W/16/02925/PP - Court Hill House, Rous Lench. <b>Proposal:</b> Construction of two storey entrance extension with bedroom over, single storey kitchen extension and new detached garage with room over. <b>Comments:</b> None.
64.2	Correspondence received from the Planning Authority duly noted: a) W/16/3153402 - Depot Site, Low Road, Rough Hill, Church Lench and Application W/15/01971/PN - Land and Access opposite, Weatheroak, Low Road, Church Lench. <b>Appeal dismissed.</b> b) W/16/02055/PN - The Poultry Buildings, Mill Lane, Radford. <b>Permission granted with 9 reasons/conditions.</b> c) W/16/02610/PN - Thorn Farm, Evesham Road, Inkberrow. <b>Application referred to Planning Committee.</b> d) The Caravan, Radford Road – Report from Enforcement Officer following issues raised at the last Parish Council meeting: i) W/16/00245 varied the condition and allowed the fence to remain in place for 18months. This decision was made due the fence having been erected under permitted development. ii) Enforcement officers are in regular contact with the occupants of the caravan; the gentleman named on the application under two names is the same person and at present does not reside at the Caravan. iii) Re: Common Law - Officers have confirmed that this piece of legislation had been consulted on. iv) The 2nd touring caravan is to be removed. <b>Cllr. Mrs. Steel to give an update at the next meeting.</b> v) Re: living accommodation in the stables, this was not part of the application so could not be considered with this application.
64.3	Planning delegation: it was <b>resolved</b> to adopt the policy for applications in between meetings to be delegated to the Clerk in consultation with 3 members of the Council.
64.4	It was agreed that no comments would be submitted in regard to Worcestershire Minerals Local Plan: third stage consultation including third call for sites.

<b>65/16</b>	<b>Rous Lench &amp; Radford Parish matters for discussion/decision.</b>
65.1	Superfast Broadband – future cover in the Parish. Cllr. Mr. Browne to continue to look into the cover that is to be provided for the Village and then discuss at a future meeting.
65.2	Rural Communities Programme: Community Folder to be placed in the Church.

<b>66/16</b>	<b>Resolved to adopt the following policies:</b> a) Retention of Records/Data. b) Staffing Committee.
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<b>67/16</b>	<b>Parish Cllrs. report and items</b> for future agendas:
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<b>67/17</b>	<b>To consider the exclusion of the public and press in the public interest for consideration of the following items:</b>
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|  | a) Applications received for the post of Clerk and Responsible Finance Officer.<br>b) Staffing Committee meeting to be arranged to interview/ appoint Clerk/RFO. |
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**Meeting closed at 8.50 pm**

**Public Question Time – 1 parishioners in attendance.**

*Requested information on how the New Homes Bonus Scheme was allocated to Parishes.*

**Correspondence for distribution that does not require decision unless requested by member.**

1.	Clerks & Councils Direct – January 2017.
2.	Worcestershire Road works weekly report.
3.	Weekly CALC Updates.
4.	<p>Council tax referendum principles for 2017-18. The Government has decided to defer the setting of referendum principles; however, the Government has issued a challenge to town and parish councils to demonstrate restraint when increasing precepts that are not a direct result of taking on additional responsibilities.</p> <p><b>New Homes Bonus:</b> In December, the Secretary of State for Communities and Local Government made some announcements about New Homes Bonus in his statement to parliament. These included confirmation that the Government will implement its preferred option of reducing the number of years for which New Homes Bonus payments are made from six years to five years in 2017/18, and from six years to four years from 2018/19. This will affect how much Years 2 to 5 New Homes Bonus that we will receive and therefore, the amount we are able to pass on to you. This means that parishes and towns with Years 2 to 5 allocations will not get the final year of payments for Years 2 and 3 and the final two years of payments for Years 4 and 5. These changes do not affect any New Homes Bonus that you currently have available to draw down, but they will affect your balance for future years.</p> <p>WDC have some work to do to recalculate what this means in monetary terms for each parish and town in Wychavon before we publish the updated the figures on our website. *Year 6 is for homes completed and occupied between October 2014 and October 2015. Year 7 is for homes completed and occupied between October 2015 and 2016. <b>Circulated to members by email 04.01.17.</b></p>
5.	<p>Subject to securing funding Worcestershire County Council is currently exploring options to extend superfast broadband coverage for the benefit of more of Worcestershire's businesses. In order to identify eligible business premises, we are asking people whose main business premises or other sites important to them e.g. key employees home offices, are currently unable to receive superfast internet speeds to complete a short survey.. <a href="http://tinyurl.com/jgdhmyf">http://tinyurl.com/jgdhmyf</a> Responses should be returned by 5pm Monday 16<sup>th</sup> January 2017. <b>Circulated by email 11.01.17</b></p>

**Appendix 1 Minute No: 62.1/16 Payments authorised for payment January 2017.**

V No.	REASON	INCOME	PAYMENT	VAT
P16- 15	Cancelled cheque.		0.00	N/A
P16-16	Cancelled cheque.		0.00	N/A
P16-17/22	Admin salary		314.25	N/A
P16-18	Lengthsman		412.50	N/A
P16- 19	Worcestershire CALC Cllr. Training		30.00	5.00
P16-20	RLVH – Annual Hire charge.		105.00	N/A
P16-21	Mrs. N. Holland (Payment for NOV HMRC/PL).		486.50	N/A
<b>TOTAL</b>		<b>0.00</b>	<b>1348.25</b>	

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