

CASTLEMORTON PARISH COUNCIL
Draft Minutes of Annual Meeting of Castlemorton Parish Council held on
Thursday 11 May 2017 at the Parish Hall at 8.15pm

Present: Cllrs: Don Lupton (Chair), Jeremy Fryman, Barbara Wilkes, David Smallwood, Jeremy Hubbard, Anne Cotterell and Simon Watts.

In Attendance: D.Cllr. Mick Davies, Mrs C Leake (Clerk)

Members of the Public: 1

29/17. Election of Chairman

Nominations were sought by present chairman, Don Lupton and with one nomination, it was **RESOLVED** unanimously that **Cllr. Lupton be elected chairman and the Declaration of Office was duly signed.**

30/17. Election of Vice Chairman

It was **RESOLVED** unanimously with one nomination, **Mrs Anne Cotterell be elected vice Chairman.**

31/17. Apologies: Cllr. Hilary Flanders

32/17. Declarations of interests

1. *Register of Interests. No updates.*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature. Cllr Fryman agenda item 9, Cllrs Smallwood & Lupton agenda item 7c.*
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) Cllr Smallwood ref agenda item 7c to participate in discussion and vote. **Dispensation granted to discuss and vote, valid until May 2019. Cllr Lupton has dispensation until May 2019.***

33/17. Minutes of the Previous Meeting

It was **RESOLVED** that the draft minutes of the meeting of 2 March 2017 were a true record of the meeting and signed.

34/17 Matters Arising

The clerk had previously advised the Parish Council (email) that there had been no request for an election and therefore the vacancy could be filled by co-option. This information had been reported on the notice board and advertised in the parish magazine. An interested neighbouring parishioner had expressed interest and would be invited to the next meeting.

35/17. Finance Report

1. Annual Return

Approval of the Accounts 2016/17

a) **Section 1 – The Annual Governance Statement** was read out to members of the council. It was **RESOLVED** that this be confirmed and signed by the Chairman.

b) Section 2 - Accounting statement 2016/17

It was **RESOLVED** that the **Accounts presented by the RFO for the Financial year 2016/17 be adopted and signed by the chairman.** The clerk acknowledged her thanks to Cllrs Lupton and Cotterell for their support in this matter.

c) **Section 4 - Internal Audit** completed 21 April 2017.

The date for external audit by Grant Thornton had been determined for 7 June 2017

2. Finance Report Income and Payments

It was **RESOLVED** that the following income be noted & payments agreed:

	£	£	Description
Balance: 2 March 2017		11,156.12	
Add Income	1,146.24 148.65 2,250.00		WCC Lengthsman Scheme WCC Lengthsman Scheme ½ year MHDC precept
Total		3,544.89	
Less Expenditure pre-meeting			
	172.50 474.04		Four Seasons Clerk Jan Feb March
Total		646.54	
Balance at meeting		14,054.47	
Less Expenditure at meeting			
W CALC	373.00		Subscription
Councillor Exps	47.31		Lengthsman materials
Insurance	911.67		Parish Council & Assets
ICO	35.00		Data Protection Register
*Section 137	100.00		BCH Archive
*Section 137	150.00		Morton Majestic Cinema Club
Total		1,616.98	
Balance at close of meeting 11 May		12,437.49	

*** 2 applications for section 137 grants.**

1. BCH Archive – a newly formed history group seeking to collect and archive local history including that of Castlemorton. A project it was hoped that would be a rewarding benefit to all parishioners. Seeking funds of £100 to purchase voice recorder and contribute towards costs associated with scanning and copying of documents. Confirmed that funds are also being sought from other providers. Discussion ensued as to how these funds would be retained within Castlemorton project work.

It was **RESOLVED** to contribute the sum of £100.

2. Morton Majestic Cinema Club – seeking funds to support the costs to be incurred with the forthcoming September weekend film festival. The profits generated from this event to be donated to St Richard's Hospice.

It was **RESOLVED** to contribute the sum of £150

36/17 Highway/Lengthsman Reports

Highways – as per report.

Further comment related to:

Details have been obtained from West Mercia Police via BT which has confirmed its intention to adopt up to 50 BT telephone boxes across the force area including the one on Castlemorton Common at the top of Feathers Pitch, with a purpose in using the kiosks to provide information around the safer neighbourhood teams in the communities. As yet this action to date has not been relayed to Malvern Hills Trust and MHDC. It was agreed that this information would be conveyed to these authorities, by the District Councillor.

Lengthsman – Final invoice indicated an over spend of £23.85 on 16/17 budget allowance from WCC. The budget for 17/18 will remain as - £2282. A new agreement has been returned to WCC

Footpaths- Update provided in email from Cllr Flanders. Stile damage reported to chairman at annual parish meeting to be investigated.

37/17 Planning

Report of planning applications **received/decided** since last meeting was noted

17/00030/FUL	Change of use of agricultural land to glamping accommodation with the siting of five safari tents and ancillary storage building.	Clarks Farm, Druggers End, Castlemorton, Worcestershire, WR13 6JD	Recommend Approve
16/01312/PDU	Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3) and for Associated Operational Development	Barn at The Farthings, Castlemorton, Worcestershire, WR13 6JB	Refusal of agricultural prior approval. Nov 16 APPEAL 28.12.16 APP/J1860/X/16/3158682 Date of Inquiry 18 July 17
17/00123/PDU	Prior Approval for change of use of Barns to one residential dwelling.	Pewtrice Farm, Castlemorton, Worcestershire, WR13 6LT	MHDC Approve
17/00242/HP	Construction of single storey extension	Millpond Golden Valley Castlemorton WR13 6AA	MHDC Approve
17/00491/GPDQ	Notification for Prior Approval for a proposed change of use of Agricultural Building to a Dwellinghouse (C3).	The Barn Little Welland Farm Castlemorton WR13 6BN	Not standard consultee

- **Draft Parish Council Planning Policy Document** – Having been accepted by a majority decision through email communication, within subsequent discussion it was decided necessary to reconsider this decision as regards the choice of wording in one paragraph and an additional paragraph to be included on site meetings. A further draft would be prepared based upon the comments raised.

32/17 Correspondence

Particular mention of

Letter received from the residents of Micklefield Farm re the decision by MHDC reference hedge removal. A reply had been sent from the Parish Council

33/17 Meeting Reports

- Forthcoming meeting planned with Malvern Hills Conservators recently renamed Malvern Hills Trust yet to take place.
- Update provided from Upton Surgery through patient participation group.
 - a) Full to capacity for appointments.
 - b) New idea to see practice nurse or prescribing pharmacist if appropriate.
 - c) Phone menu to change.
 - d) Restriction now on certain prescriptions.
 - e) Further details from the surgery.
- 4C's meeting to take place 17 May 2017.

34/17 New Initiative

- Face Book – Aim to pursue the community concept of Facebook page with an interested parishioner.

- Cllr Watts has kindly completed making two notice boards of a high standard for use in the parish.

35/17. Next Meetings

RESOLVED that the next meeting will be Thursday 6 July 2017

Further provisional dates:

**7 September 2017, 2 November 2017, 11 January 2018, 8 March 2018 and 10 May 2018
(Annual Meetings)**

There being no other business, the meeting closed at 10.05pm

Signed

Date.....