

SUCKLEY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING Held on Monday 8th MAY at 7.00 pm in Suckley Village Hall

Present: Cllr P Whatley, Cllr A W Huband, Cllr C Luton, Cllr P Griffiths,
Cllr L Devenish, Cllr V Bradley, Cllr A Lewis, Cllr J Green

In Attendance: Mrs D Taylor (Clerk), Dist Cllrs A Warburton & S Rouse, Co Cllr P Tuthill,

Election of Chairman Cllr P Whatley was Proposed by Cllr C Luton
Seconded by Cllr A Lewis

The Chairman signed the Declaration of Acceptance of Office & Code of Conduct

Apologies for absence – none received

Election of Vice-Chairman Cllr J Green was Proposed by Cllr P Whatley
Seconded by Cllr P Griffiths

Cllr P Whatley thanked all the Councillors for their help and support to him - he appreciated the team effort throughout the year.

Declaration of any Disclosable Pecuniary Interests (DPI) or other Disclosable Interests falling within the terms of para 12(4)(b) of the Code of Conduct. No requests had been received by the Clerk for any Dispensations relating to items on the Agenda. (Sec 33 of the Localism Act 2011)

The Chairman then adjourned the Meeting for Public Question Time/Participation

Two candidates for the Councillor vacancy on the Council – Mr Darren Findlater and Mrs Catherine Armstrong were invited to say a few words to the Council in support of their application. Voting by paper ballot would take place later in the meeting.

Report from County Councillor - Co Cllr Paul Tuthill reported that following the recent elections, Simon Geraghty remained as Leader and Adrian Hardman as Deputy Leader of the Council. The Chief Executive of the County Council would be leaving to take up a new appointment at UCAS in Cheltenham. The Fire Service was proving very successful in reducing the number of fires over the last ten years, except for those related to wood burning stoves where owners were not keeping the flues clean or using unseasoned wood. Malvern Fire Station had answered about 450 calls in the year (not all fire related).

Report from District Cllrs – Dist Cllrs Sarah Rouse and Anthony Warburton reported that a review of car parking for Malvern was taking place as the fees and time allowed varied considerably.. The redevelopment of the Council House was going ahead, but the Priory Lodge Hall had now been listed as an important building, so that it could not be pulled down. Discussions were also taking place about the best site for the Tourist Office, as Malvern Town Council wanted it to stay in its present location at the top of Church Street. Cllr Carol Luton asked the District Councillors to look into the growing practice of cars being parked for sale at various junctions and verges in Malvern

Lengthsman - Cllr J Green reported that the new Lengthsman Mr Rob Wilks had collected the drains map and equipment from Cllr P Whatley. He had met Rob and told him all the areas that needed to be checked. Cllr V Bradley asked that the Lengthsman clear the junction by Holloways.

Footpaths - No Report

Local Police – Cllr P Whatley reported that the crime figures reported in the local Police Report Newsletter were not correct, and did not match up with the Police Database figures. The Clerk was asked to invite the new Crime Commissioner, Mr Phil Groves, to attend the Annual Parish Meeting on 22nd May to answer our queries.

The Chairman then re-opened the Meeting

27/17 STANDING ORDERS

The Model Standing Orders were noted, these had been adopted in November 2014

28/17 CODE OF CONDUCT

The Council noted the Code of Conduct which had been adopted in June 2012

29/17 FINANCIAL REGULATIONS

The Council noted the Financial Regulations which had been adopted in September 2016

30/17 RISK ASSESSMENT

The Council noted the Risk Assessment Schedule prepared by the Clerk and circulated to all Councillors. Included in this schedule was Insurance cover which was not due to be renewed until October 2017.

31/17 NOMINATION OF COUNCILLORS

Councillors were nominated to various posts as follows:-

Election of Councillor responsible for Planning

Cllr Mrs P Griffiths

Proposed by Cllr C Luton
Seconded by Cllr A Lewis

Election of Council Representatives on Charities:-

John Palmer Educational Trust –

Cllr L Devenish
&
Cllr A Lewis

Proposed by Cllr P Griffiths
Seconded by Cllr A W Huband
Proposed by Cllr C Luton
Seconded by Cllr J Green

Suckley Charities - Cllr A W Huband
&
Cllr P Whatley

Proposed by Cllr A Lewis
Seconded by Cllr P Whatley
Proposed by Cllr L Devenish
Seconded by Cllr J Green

Alfrick Educational Charity –

Cllr L Devenish

Proposed by Cllr A Lewis
Seconded by Cllr P Griffiths

The Hill Trust – (vacancy not filled)

Election of Council Representatives on the Playing Fields Committee

Cllr P Griffiths	Proposed by Cllr P Whatley Seconded by Cllr V Bradley
Cllr J Green	Proposed by Cllr A Lewis Seconded by Cllr A W Huband
Cllr C Luton	Proposed by Cllr L Devenish Seconded by Cllr A Lewis

Election of Council Representative on Worcs CALC Area Committee

(vacancy not filled)

Election of Councillors with special responsibilities:-

Police -	Cllr P Whatley	Proposed by Cllr J Green Seconded by Cllr C Luton
NHS -	Cllr A Lewis	Proposed by Cllr V Bradley Seconded by Cllr A W Huband

Suckley School Board of Governors

Cllr L Devenish	Proposed by Cllr C Luton Seconded by Cllr V Bradley
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Suckley School Board of Governors – the Clerk was asked to write to the Head Teacher proposing that Cllr L Devenish be nominated as a Community Governor representing the Parish Council.

32/17 CHARITY ACCOUNTS

The Charities had submitted their Accounts and these were perused by the Council. Copy Accounts had not yet been received from the Hill Trust.

The Minutes of the Parish Council Meeting held on 13th March 2017 were approved and signed (subject to an amendment re the Fire Stations in Droitwich and Evesham from Co Cllr P Tuthill). Proposed by Cllr C Luton and seconded by Cllr A Lewis.

33/17 HIGHWAYS & BYWAYS

- (a) Road Works/Closure issues in Suckley – Co Cllr P Tuthill felt that road works closures and signing in Suckley was now high on the list for action in WCC Highways & Legal Departments.
- (b) Replacement fencing in Longley Green. Cllr P Whatley reported that Mr Robin Hill had expressed his unhappiness with the fencing style, materials used and bollards. However, Gerry Brienza from WCC Highways had confirmed that this fencing was in line with fencing safety standards and practice.

- (c) White House Cross Roads – junction safety. The Clerk had received a request from two parishioners for a mirror to be put in place at the Cross Roads junction near to the White House to make it easier to exit the junction at Haventree. After passing on this request to Gerry Brienza, WCC Highways, she had received an emphatic response that WCC do not approve road mirrors except in the most extreme conditions, due to the many problems associated with them.
- (d) Drainage problems at The Steps, Blackhouse Lane - Co Cllr Paul Tuthill reported that the County Council was still considering a number of options to resolve this rather complex problem.
- (e) Salt & Grit Storage - The Council considered the request from Duncan Reynolds for improved salt storage containers. IBC containers had been suggested. After some discussion Cllr P Whatley proposed that Cllr J Green be authorised to source suitable containers up to the price of £40 each. This was seconded by Cllr L Devenish.
- (f) Winter ice on the Cradley arm of Stocks Cross – this was still ongoing with WCC Highways. The Clerk to liaise with Co Cllr P Tuthill.
- (g) Horse Sign - Knightwick Road. The Clerk to liaise with Co Cllr P Tuthill regarding the possible resiting of this sign.

34/17 VAS CAMERA

Cllr P Whatley reported that the situation remained largely unchanged except for speeding on the Knightwick Road. This was another issue to bring up at the Annual Parish Meeting with the Police Commissioner and/or the local Police representative.

35/17 CHARITY REPORTS - No reports received.

36/17 COMMUNITY

- (a) Defibrillator signage & training - After some discussion about the provision of a dummy defib for training purposes, Co Cllr P Tuthill offered to make a donation towards the cost of purchasing this. The Parish Council agreed to match fund this donation. Cllr A Lewis to supply costings for the next meeting in July.,
- (b) SuperFast Broadband – Nothing further to report at the moment.
- (c) Memorial Service 2018 – Cllr A Lewis agreed to speak to Mike Vocklins (a retired Vicar) about conducting the memorial service on 11th November 2018.
- (d) Memorial site – Cllr V Bradley noted that she had found the surface at the war memorial to be slippery on one occasion and asked if any extra measures might be required to ensure that this was not the case more often. The Chairman reminded members that the surface had been constructed by WCC Highways engineers using materials approved for use in public areas, and it was inspected regularly. He also regretted that Cllr Bradley had not brought the matter to his attention or the Clerk's sooner. It was agreed that all Councillors would try to visit the memorial site to inspect the surfaces and report back to the next meeting.

37/17 FINANCE

- (a) The following cheques were authorised for payment :- Proposed by Cllr C Luton and seconded by Cllr A W Huband

General Fund – Clerk's expenses March/April 2017 - £59.73; Lengthsman services March 2017 - £150.00; Lengthsman VAS March 2017 - £35.00; M Baldwin – mowing Quarry 2016 £268.00; M Griffiths payroll services 2016/17 - £66.00; HMRC PAYE April/May/June 2017 - £324.00 (new rate); D W Taylor (clerk's salary adjustment for April 2017 - £27.19 (net). Hill Trust (hall hire 2016/17 £182.00; Worcs Calc subscriptions & Nalc affiliation fees 2017/18 - £332.49

- Playing Fields** - John Hicks & Associates – Playing Field Inspection - £68.40;
Npower (Pavilion) £83.61; D Reynolds – Harrowing/Servicing & repairs to field topper -
£271.68; D Reynolds – Mowing Playing Field - £252.
- (b) **Grants/Donations**
- (i) Suckley PCC – maintenance of graveyards (2017/18) - £400.00
 - (ii) Suckley Playing Fields Grant 2017/18 - £600.00
- (c) **Accounts to 31st March 2017** were approved. Proposed by Cllr C Luton and seconded
by Cllr J Green. These were signed by the Chairman and the Clerk.

38/17 ANNUAL AUDIT RETURN 2016/17 – Approval of Section 1 – Annual Governance Statement. (Signed by the Chairman and the Clerk)

39/17 ANNUAL AUDIT RETURN 2016/17 - Approval of Section 2 – Accounting Statement. (Signed by the Chairman and the Clerk)

40/17 RISK ASSESSMENT

All risk assessment forms had been completed – no problems.

41/17 PLAYING FIELD COMMITTEE

Cllr C Luton reported that the Playing Fields equipment had passed its annual safety inspection by John Hicks. Cllr J Green reported that some of the slabs were getting overgrown. He agreed to speak to Duncan Reynolds about this, and also for Duncan to replace the post (which had been removed) to prevent cars being driven onto the Playing Field. Cllr Luton would be speaking to Duncan about keeping the grass cut down in the play area. Mole activity was still a problem, and was being looked at by another contractor. She had not yet been able to get a second quote for new cabling and lighting. She was negotiating with a team to use the Playing Fields and Pavilion on a long term basis, and a possible agreement re refurbishment of the showers in the pavilion. In view of NatWest bank closing in Malvern, she proposed paying cash payments for Playing Field hire via bank transfer into the Playing Fields Account. This proposal was seconded by Cllr P Whatley and agreed by the rest of the Council. Cllr V Bradley asked for a path to be mown from the edge of the Playing Fields to the skateboard area. Cllr C Luton agreed to ask Duncan about this.

42/17 SUCKLEY CHURCH

Cllrs Liz Devenish and Anne Lewis reported that Suckley church had appointed a new architect who had undertaken a similar project at Bishampton. The John Palmer Trust had promised £5K towards a PA system. A fund raising Desert Island Discs evening with the Revd Anne Potter would be held on 20th May at 7.00 pm. A rogation service would be held at the Unity Brewery at Stocks Farm on Sunday 21st May at 11.0 am.

43/17 SUCKLEY SCHOOL

Cllr L Devenish reported that everything was going very well with the School which might be oversubscribed in September. Discussions were in progress about an earlier finish time - possibly 3.15 pm.

44/17 COUNCILLOR VACANCY

Following the presentations by Darren Findlater and Catherine Armstrong, a paper ballot was held, and the Council voted to co-opt Darren Findlater at the next meeting on 24th July.

45/17 ANNUAL PARISH MEETING

The Clerk reminded the Council that the Annual Parish Meeting would be held on Monday 22nd May at 7.30 pm in the Village Hall.

46/17 MATTERS FOR FUTURE AGENDA

None raised

DATE OF NEXT MEETING – Monday 24th July 2017 at 7.00 pm