

Draft minutes of the Ordinary Parish Council meeting held on Wednesday 11th July 2018 at 7.45pm, Harvington Village Hall.

Present: Cllrs. Dr. Davies (Chair), Mr. Redman, Mr. Dorrell, Mr. Baugh, Ms. Smith and Mrs. Allison.
In attendance: Mrs. Holland (Clerk), County Cllr. Mr. Hopkins and PC Paul Brown, PCSO Chris Tugwell and 3 parishioners.

196. Apologies: Cllr. Mr. Colebrook (reasons accepted by Council) and Dist. Cllr. Mr. Homer.

197. Register of Interests:

198. Dispensations: Nil declared.

199. Co-option: two applications considered for co-option. It was **resolved** by a majority vote of 5 that Mr. Richardson be co-opted to the Council.

200. County Cllr. Mr. Hopkins reported:
 Mr. Hopkins explained that the County Council is experimenting with 20mph areas where existing traffic calming and other measures are in place. Information gathered around the County shows that the speed reduction makes no difference.
Written report received from Dist. Cllr. Mr. Homer:
 a) Village Street verges – has asked to meet with a Conservation Officer from Wychavon District Council, not had a reply but will continue to chase.
 b) PACT Group - will be writing to members once suggested dates received from Cllr. Dr. Davies.
Police report:
 PC Brown and PCSO for Harvington attended the meeting. They are very keen to hear of any concerns in the village and advise residents to use CSM messaging to keep up to date with what is going on in Harvington. Go to: <https://www.westmercia.police.uk/> click on the jobs and opportunities page and sign up for messaging service on the link half way down on the right hand side of the page.
 When visiting Harvington they will monitor the parking at school pick up times and will be visiting the Playing Field area. Invited to attend fete on July 14th.

Public Question Time: meeting suspended at 8 pm, convening at 8.05 pm.

201. Minutes: it was **resolved** that the minutes of the Ordinary Parish Council meeting held on 13.06.18 were an accurate record, duly signed by the Chairman.

202. Clerk's report:
New Homes Bonus funding – currently available £14,284. Two emails received from parishioners with ideas for spending the funds.
Overgrown Shrubbery, The Rowans – no further update.
Worcestershire CALC Summer 2018 Training programme - book places for events through the Clerk.
Litter Pick by Harvey Bears Group - took place weekend of June 30th/1st July. Report submitted: the Group were pleasantly surprised with the amount of litter collected compared to previous picks. The worst places were in and around the bus shelters and benches with general litter and broken glass and in Jubilee Orchard there were a lot of cigarette ends around the benches. Again smoking paraphernalia was found in the playing field but the road sides were particularly clear with minimal dog mess. So the majority of the time was spent in concentrated areas rather than wider spread collecting. The Group thanked the Parish Council for the donation to their charity.
Litter Pick by Harvington Youth Group - confirmed that due to various commitments they are unable

	<p>to do this year. <u>Licenses</u> - received for planters. Bus Shelter still outstanding. <u>Village News</u> – person to deliver newsletters in Blakenhurst required. <u>Bus Shelter</u> – order confirmed for a white roof to be installed. <u>Fly tipping</u> on right of way towards the footbridge reported and will be cleared by landowner.</p>
203.	<p>Written reports duly noted. (Appendix 1) a) Parish Makeover meeting. b) PACT (Nil to report) and Community Speed Watch. c) Parish/Town Council event - report of briefing received from Wychavon District Council circulated to members. d) Meeting with Produlic representative re Gym equipment.</p>
204.	<p>Neighbourhood Plan update: The Steering Group are assessing all the responses received from the consultation. The Parish Council acknowledged and wished to congratulate Chris and Kathy Haynes, (joint winners), for the award given to them by Wychavon District Council for their role in the green refurbishment of Harvington Village Hall, active involvement in Harvington Neighbourhood Plan, Worcestershire Heat Networks project and local food projects.</p>
205.	<p>Financial Matters:</p>
205.1	Resolved to approve the schedule of payments and expenses and summary to 01.06.18. (Appendix 2)
205.2	Further information on Harvington Cricket Club grant application considered. It was agreed that Cllr. Ms. Smith would contact the Cricket Club and arrange to meet onsite to look at the repairs required.
206.	<p>Notes from Finance & General Purposes meeting approved and the following considered:</p>
206.1	<u>Permissive Path, Jubilee Orchard.</u> Chair to look at information received and report back to next meeting.
206.2	<u>Update on weekly inspections</u> and damage to Play area equipment continue to be submitted on weekly basis. Ragwort on the Orchard referred to the Lengthsman to remove safely; Play Company reported that check on Sutcliffe swings and surface are satisfactory.
206.3	<u>Update on Handyman post:</u> Chair has contacted previous Warden, equipment and keys still not returned, letter to be written.
206.4	<u>Annual Play inspection</u> for the Jubilee Orchard and Play Equipment on Playing Field. Members and Clerk met with contractor to go through repairs required at the Orchard and on the Playing Field. Quote requested. It was agreed that there was a need to get the outstanding work completed before deciding on the Warden post.
207.	<p>Planning.</p>
207.1	The following application referred to planning delegation. 18/01224/HP The Sidings, Anchor Lane, Harvington. Proposal: Single storey side extension.
207.2	Application dealt by delegation duly noted: 18/01167/HP – The Acorns, Oak Tree Road, Harvington. Proposal: Construct single storey side extension and a porch to the rear entrance door. Comments: No objection.
207.3	Correspondence received from the Planning Authority duly noted: a) 18/01010/HP – Brickyard, Boundary House, Alcester Road, Harvington. Permission granted. b) 18/00898/HP - Lyndhurst, Myatts Field Harvington. Permission granted. c) 18/00872GPDQ - Upper Mallin Farm, Leys Road, Harvington. Permission granted.
208.	<p>Village Matters.</p>
208.1	<u>Vehicles parking on the Village Green:</u> it was agreed to obtain a quote from contractors to place

	bollards around the village green area to stop vehicles parking on it.
208.2	<u>Upkeep of planters:</u> during the spell of hot weather the Parish Council are grateful to those residents who have been looking after the Planters and giving them some extra water. The contractors do water them on a regular basis and over the past few weeks have been coming out 3 -4 times a week to give them extra water as needed at no extra cost to the Council at present.
208.3	<u>Cycleway:</u> meeting report considered. Cllr. Ms. Smith to ask local cyclists to provide an audit of routes in the Village.

209.	Correspondence received considered:
209.1	<u>Private Land, Crest Hill.</u> The private property 'keep out signs' on land at Crest Hill have recently been removed by persons unknown and have been reported to the police with photographic evidence. The owners of the site have replaced them, the Council would like to remind everyone that the area is private property. The owners have said they will be visiting the land on a regular basis and that trespassers will be reported to the Police with photographic evidence if caught on site.
209.2	<u>Stratford Road, Shakespeare Lane</u> – response received from Highways on traffic calming request. The Highways Officer from the County Council has visited the site and will be placing a 'SLOW' road marking approx. 50 metres before the junction as you travel up the bank from the A 46.
209.3	<u>South Worcestershire Local Authorities - Housing Study 2018</u> - Cllr. Mr. Colebrook to be asked to complete and submit the questionnaire.

Meeting closed at 8.50 pm.

Public Question Time - 3 parishioners in attendance – matters raised:

- a) *Speed limit reduction by the School.*
- b) *Traffic calming and Vehicle Activated Signage Crest Hill.*

Correspondence received that does not require decision unless requested as an agenda item.

Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Wychavon District Council – Parish Matters Summer edition.

Appendix 1.

Parish Makeover.

Ringway Infrastructure Services are contracted by the County Council to carry out highway works. They have set up a programme to give 4 Parish Councils each year a free service to help to improve any maintenance required in the Village subject to approval. Harvington is one of the Councils selected this year.

Minor works will be carried out in their Parish for one day which will take place on a Saturday. Following a walkabout works were identified to be approved.

Community Speedwatch

The speed check police car has been at its designated site on several occasions in recent weeks. Unfortunately as soon as it appears one or two residents advertise its presence on the village Facebook pages claiming to be acting out of community spirit. This has resulted in an online debate in which the majority view seems to be criticising those who warn others and a hope that speeding motorists will be caught.

We have not had any report back on the effectiveness of the speed traps.

Meeting with Produlic representative.

Chairman met with the Produlic rep. Much the same as the others but possibly better quality kit. He will try to send us some ideas before the village fete on July 14th. He also visited the Orchard to look at the site in regard to request for a set of wooden swings.

Appendix 2.

Payments authorised for payment 11th July 2018.

TO BE DONE

V No.	REASON	INCOME	TOTAL AMOUNT	VAT RECOVERED
Bk St	Refund VAT	2436.26		
P18-27	Annual Inspection Play areas.		156.00	26.00
P18-28	Admin costs, salary; HMRC		822.35	N/A
P18-29	Amenity mowing; planters; maintenance JO/PF		1044.00	174.00
P18-30	Grant Youth Group.		750.00	N/A
P18-31	Lengthsman and flood alleviation maintenance.		663.70	N/A
P18-32	Litter Pick grant.		250.00	N/A
P18-33	Training event.		20.00	N/A
TOTAL		2436.26	3606.05	200.00

Summary of A/C to 01.0618.

Harvington Parish Council 2018-19 July meeting.				
	Budget 2018/19	Receipts/ Payments	Under/Over Spend	% Spent
Receipts				
Precepts	0.00	20001.00		
Lengthsman - Worcs CC	1842.00	220.00		
PP3 - Worcs CC	0.00	0.00		
WCC Amenity	0.00	0.00		
Grants	0.00	0.00		
VAT - Recoverable	0.00	2436.26		
Other Receipts	0.00	0.00		
Total	1842.00	22657.26		
Payments				
Mowing - Parish Amenity	5800.00	1340.00	4460.00	23%
Street Lighting	2651.00	0.00	2651.00	0%
Warden	1000.00	135.00	865.00	14%
Lengthsman (PC Contribution)	1000.00	448.00	1000.00	45%
Maintenance assets	500.00	0.00	500.00	0%
Planters	1200.00	722.00	478.00	60%
Village News	1100.00	412.50	687.50	38%
Grants	5000.00	0.00	5000.00	0%
Donations	450.00	0.00	450.00	0%
RRR	400.00	0.00	400.00	0%
Clerk expenses	500.00	81.85	418.15	16%
Salary + HMRC + Employer NI	9000.00	2313.70	6686.30	26%
Training	200.00	25.00	175.00	13%
Village Hall - Insurance	850.00	0.00	850.00	0%
Insurance	1000.00	0.00	1000.00	0%
Subscriptions	1200.00	830.67	369.33	69%
Admin	250.00	150.48	99.52	60%
Audit Fees	500.00	189.90	310.10	38%

Chairmans Allowance	200.00	0.00	200.00	0%
Loan Repayments	3172.00	1585.84	1586.16	50%
Contingency	7000.00	325.00	6675.00	5%
Jubilee Orchard	3000.00	350.00	2650.00	12%
Playing Field	1500.00	547.16	952.84	36%
Neighbourhood Plan	5000.00	0.00	5000.00	0%
Litter/Dog bins	280.00	274.76	5.24	98%
Projects for 2018	1000.00	0.00	1000.00	0%
SUBTOTAL	53753.00	9731.86	44469.14	
WCC PPP3	500.00	0.00	500.00	0%
WCC PL	1842.00	0.00	1842.00	0%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%
WDC (Fl.Allev.grant phase 1)	1323.25	0.00	1323.25	0%
WDC (Fl Allev grant phase 2)	1178.00	49.00	1129.00	4%
WDC - Neighbourhood Plan	4814.94	1715.82	3099.12	36%
VAT		1118.36	0.00	
TOTAL	64919.69	12615.04		

Treasurers Account.

B/F 01.04.18	16048.60
Income received	22657.26
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Minus payments	12459.04
Total	26246.82

Bank statement 01.06.18.	29982.47
minus unrepresented payments	-3735.65
Total	26246.82

Less grant allocations

1508.50	NHBS JO/PC/STW
1323.25	Fl. Allev. Grant 1
1129.00	Fl. Allev Grant 2
4290.94	WDC - NP
Sub total	8251.69
TOTAL remaining	17995.13

Bus. Instant Access	89355.73
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