

EASTHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Eastham Parish Council held in Eastham Memorial Hall at 7.30pm on Tuesday 22nd May 2018

**Present: Cllr Arnold (Chairman), Cllr Matravers,
Cllr Adams, Cllr Jones, Cllr Worsley, Cllr Ward**

In Attendance: Clerk, 4 members of Public, County Cllr Ken Pollock.

1. **Election of Chairman:** All agreed Cllr Arnold be elected, Declaration of Acceptance of Office signed.
2. **Apologies:** Apologies received and accepted from Cllr Horsfall and District Cllr.
3. **Election of Vice Chairman:** It was agreed not to elect anyone to this post.
4. **Declaration of Interest:**
 - a. **Register of Interests** – All Cllrs reminded to keep their registers up to date.
 - b. **Disclosable Pecuniary Interests** – All Cllrs item 21 regarding Eastham Memorial Hall.
Cllr Ward – Planning - item 19c (18/00625/FUL) due to owning neighbouring land.
 - c. **Other Disclosable Interests** – As above.
5. **Dispensations** - To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
Dispensations received – All Cllrs have been granted a Dispensation to vote and speak on items regarding Eastham Memorial Hall until May 2019.
6. **Public Question Time** –
Chairman agreed to discuss item 21 (Eastham Memorial Hall) next as it was of Public interest.
Chairman agreed to close the meeting at 7.40pm for residents to speak.
Chairman reopened the meeting at 7.47pm.
All Members of the Public and County Cllr left the meeting after Cllrs had discussed item 21.
See notes at end of minutes.
7. **County/District Cllrs Reports** – See end of minutes.
8. **Standing Orders** (circulated) – New Standing Orders to be adopted at next meeting.
9. **Financial Regulations** (circulated) – To review at next meeting. Clause regarding payments by Direct Debit to be included.
10. **To consider the Councils Scheme of Delegation** (circulated): It was agreed by all no changes required.
11. **To appoint Cllrs to the following** –
 - a. **Staffing Working Party for Clerk and Lengthsman** – Cllrs appointed, details in files.
 - b. **Planning Working Party** – All plans to be circulated by email to all Cllrs. Comments from at least 3 Cllrs including Chairman. Meeting to be called if controversial application received.
 - c. **Clerks Financial Support Group: Bank Reconciliation to be circulated to all by email**, Cllr Horsfall to sign at meetings. All Cllrs to input on other matters. Chairman and Cllrs to be added to mandate.
12. **Insurance** – It was agreed to renew insurance with Came & Co as last year at a cost of £218.00.
13. **To appoint individual Volunteers to following:**
 - a. **Footpaths Officer/Tree Warden** – Cllr Jones agreed to continue in this post.
14. **To nominate Cllrs to the following outside bodies:**
 - a. **Eastham Memorial Hall Committee** – It was agreed by all the PC would like to put three representatives forward to be Trustees. Cllr Jones, Cllr Adams and Cllr Ward were all willing to be representatives.
 - b. **WCALC Area Meetings** – Any Cllr to go to meetings if relevant to PC.
15. **Minutes of last Meeting:** Minutes of meetings held on 27th March 2018 were agreed and signed by Chairman.
16. **Progress reports for information: None.**
17. **Reports on meeting attended by Clerk/Cllrs: -**
MHDC Town/Parish Forum – 9th April - Clerk attended, details circulated

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18. Finances –

- a. **Payments made** – WCALC (see 18d) = £141.23, Mrs S Burrows (photocopying APM) = £42.60, Came & Company (see item 12) = £218.00, Eastham Memorial Hall (rent 2017-18) = £154.00, Mr I Mapp (April 2018) = £187.20, Mrs P Howell (Internal Audit) = £50.00.
- b. **Payments received – March 2018** - WCC LM November/December 2017/January 2018 = £468.00, WCALC Transparency funding = £432.53.
- c. **Bank Reconciliation** – March 2018 signed Balance = £17518.66.
April 2018 – Bank Statement not received due to problems at TSB.
- d. **Worcestershire County Association of Local Councils** – It was agreed to join for 2018-19 at cost of £141.23.
- e. **Internal Audit Review** (circulated) – It was agreed all matters are being adhered to.
- f. **Certificate of Exemption from External Audit (circulated)** – It was agreed Council qualify to sign this document having income and expenditure below £25000.00 for 2017-18 and all other requirements being met.
- g. **Annual Governance Statement (circulated)** – It was agreed Council are adhering to all the requirements.
- h. **Internal Auditors Report** (circulated) – Audit found no issues with accounts.
- i. **Annual Return/End of Year Accounts** (circulated) – It was agreed for Annual Return and all end of year accounting documents to be signed. Balance carried forward to 2018-19 = £17518.66

19. Planning:

- a. **Plans received since last meeting** – None.
- b. **Decisions received since last meeting** – None.
- c. **Plans for consideration at this meeting** –
Cllr Ward left the meeting.
18/00625/FUL – Land at (OS 6708 6834), Eastham – Timber Lodge for use as holiday let. It was agreed by all to send in the comments that were made for last application. Cllrs wish to make a strong objection against the application.
Cllrs Ward returned to the meeting.
- d. **Update from MHDC regarding – 14/01640PDU and 14/01127/FUL – Oaktrees Caravan, Highwood.** An email had been received from the Landowner stating he could be removing the mobile unit. The barn is under discussion with MHDC but cannot be used for living accommodation.

20. Road Report:

- a. **Lengthsman** – continuing work to ensure drains/grips are clear.
- b. **Problems to report** – Road closed signs up for too long and in wrong places.
- c. **Outstanding queries** -
Gritbin in Parish – WCC still not confirmed siting of bin at Astley Orchard.

21. Eastham Memorial Hall

- a. Parish Council Working Party Meeting 1st May 2018 – Notes of meeting circulated and agreed.
To agree final details on Lease as follows-
- b. **To discuss rent to be entered on Lease document.**
 - (i) It was agreed by all the PC will charge agreed rent of £250.00.
 - (ii) The proposal is to enter a nil rent on the Lease. Not discussed.
 - (iii) It was agreed by all to omit 'if demanded' after rent paragraph on Lease.
 - (iv) It was agreed by all to omit 'if demanded' after Insurance paragraph on Lease.
- c. **Letter to Trustees**
 - (i) The proposal is to agree to word a letter that confirms the PC will not demand a rent from Trustees up to May 2019. It was agreed not to discuss this proposal.
 - (ii) It was agreed by all to word a letter that confirms the PC will not demand a rent from Trustees up to May 2023.
 - (iii) It was agreed to ask Trustees not to charge hiring fee for PC use of Eastham Memorial Hall.
The Cllrs agreed that the Lease can be signed now the final details have been agreed with the Trustees.

22. Correspondence for Information:

A list of items will be available at the meeting.

23. Clerks report on Urgent Decisions since last meeting.

24. Councillor's reports and items for the next agenda.

Agenda items – Eastham Memorial Hall, Standing Orders, Financial Regulations.

25. Date of next meeting: 24th July 2018

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26. Meeting closed 8.19pm.

Signed-----

Date 24th July 2018

Chairman

Public Question Time –

Millenium Green – Resident was concerned that the work to repair drainage had now created a problem on the Green. Cllr to be asked if he has any soil to infill.

Eastham Memorial Hall agenda items –

Chairman felt it was important to give Eastham Memorial Hall Trustees the chance to discuss the issues on agenda. Clerk had been in email contact with Chairman of Hall Trustees prior to PC meeting but it was not clear whether Trustees were agreeable to suggested solutions.

PC stated the rent is for the future, no one knows what the situation in Eastham will be in 50 years time. This was acknowledged by Trustees and they were agreeable to the rent remaining as £250.00 in Lease.

Trustees were agreeable to a signed letter being put with Lease to waiver rent until 2023.

PC were agreeable to pay insurance premium for building.

Trustees were agreeable to signing a letter to be put with Lease to waiver hire fee for PC until 2023.

Trustees were agreeable to 'if demanded' being omitted from the Lease.

Trustees referred to License to Alterations. PC stated the Lease needed to be signed by both parties before any discussion regarding the License is undertaken. Trustees acknowledged this fact. No further discussion took place.

District Councillors Report

Freedom Leisure: There has been a significant improvement in Freedom Leisure's Health and Safety score following a recent audit. Their score is in fact the highest across the Freedom Leisure Group. Freedom Leisure manages the sport and recreation facilities at Sport Martley and Tenbury Community Pool.

Sports awards nominations now open: Nominations are now open for the Malvern Hills District Community Sports Awards 2018. These awards provide an opportunity for schools, volunteers, teams, coaches, clubs, projects and participants from across the Malvern Hills District to be recognised for their outstanding achievements and dedication, as well as to celebrate the good practice that continues to grow throughout the sporting community. If you feel you know an individual or group who have gone the extra mile to help others, excelled in their sport or contributed thanklessly to their community, then nominate them so they have a chance to get the recognition they deserve.

Deadline is Friday 25 May. Visit www.malvern hills.gov.uk/sportsawards for more information.

Council Policy Group update: Our Council Policy Group (CPG) on Community Engagement met on Thursday 19 April to discuss the draft engagement plan for 2018/19. The group is chaired by Councillor Jeremy Owenson, with eight additional members (Councillors Reed, McVey, Williams, Bovey, Penn, H Campbell, C Palethorpe and C. O'Donnell), in addition to Richard Levett from Worcestershire CALC, and Claire Vaughan from Malvern Hills. Here's a brief update from the group:

- There was a sneak peek at the emerging results from the bigger picture survey for young people and there's lots of interesting information coming out from it. The CPG is not a decision making group but it can make suggestions to the Leader and they will be recommending that a special session with councillors and managers is arranged to run through the results and come up with some potential actions. Over 500 young people have been surveyed to date, from Tenbury, Chantry and Chase schools. But there is more to do and the group is still hoping to get in to Dyson Perrins and Hanley Castle schools as well. I am the representative for Young Person Champion for the District
- At the last CPG meeting the group was supportive of the suggestion to 'mark' rather than 'celebrate' 100 years of votes for women. Communications colleagues have now started to plan for an Equalitea event that celebrates 90 years since the Representation of the People Act. There will be an afternoon of talks, an exhibition and some debate on Friday 29 June, and it is likely that local community groups will also be invited along. Space is limited, but if you know of a group that would be interested, please let Claire Vaughan know by emailing her at claire.vaughan@malvern hills.gov.uk.
- The group ran through the current engagement action plan, which showed that 13 actions have been completed and six are progressing (the action plan is updated in June each year). Some highlights include: o MHDC stand at events – 12 completed to date with over 600 residents spoken to about a range of issues. The focus has been on our move to alternative weekly collections, which has been mostly well received at events, plus consultation on our five-year plan. There has been a positive response to seeing the Council at events and, in most cases, the local councillors have been available to join in too. We will continue with this action in 2018/19, but scaled back to a minimum of four instead of 12. We are currently hoping to attend Malvern Foodfest, Welland fete and dog show, Kempsey fete and either Tenbury's Applefest or Mistletoe Festival o Citizenship and **Democracy classes at Primary schools** – all 36 primary schools in the district have been offered a visit from a local councillor. We have visited 10 schools to date to give assemblies and classes on citizenship and democracy.

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We have also approached our Enforcement Team about developing a class plan for environmental issues, and they have also committed to visiting up to six schools this year. Thanks to all those who have taken part.

Community Litterpicks – we have been organising quarterly community litterpicks that are going from strength to strength. The Great British Spring Clean took place on Friday 20 April. There has been an increase in requests to borrow our equipment and also an increase in community groups forming to do it themselves.

New Reception Building: Members of the Southern Area Planning Committee have approved plans for the new reception building. A small extension will be added to the Grade II listed Council House linking it to the existing outbuildings which will be refurbished. The neighbouring Priory Lodge Hall (the Council Chamber) will be unaffected but will undergo a separate programme of structural repair work. We have worked closely with Historic England on the design and it is hoped work will commence in September. This is a major step forward allowing us to bring telephone and face-to-face customer services back in-house, improving access for residents and saving in the region of £100,000 a year.

Affordable Homes: MHDC have secured government funding that will help to encourage community led housing in the district. Community Led Housing (CLH) enables communities to get involved with and be at the heart of schemes that will help deliver affordable housing to meet the needs of people who live and work locally. The council have pledged support to CLH after securing an allocation of £169,100 from a national £60 million fund. More information about Community Led Housing is also available online at www.malvern hills.gov.uk/community-led-housing-fund.

Warmer Worcestershire – grants towards the cost of a new oil boiler: During the first fortnight of May, the joint Housing Service for Wychavon and Malvern Hills councils will be sending out letters targeted to residents who have been identified as living in fuel poverty areas and possibly using oil as their main source of heat. Not every council ward is involved. Funding towards the cost of a new boiler is available but it is limited and it will be allocated on a first come first served basis until June 2018. All grants are subject to availability, eligibility assessment and a technical survey. Please let me know if any residents in Stanford & Orleton Parish might be eligible, and I will direct them to Elaine Godwin, Housing Assistant, on 01396 565610 or have them email elaine.godwin@wychavon.gov.uk. Alternatively they can contact Act on Energy on 0800 9882881 or email advice@actonenergy.org.uk – Act on Energy provide energy advice on behalf of both councils.

Ward Budget: Once again, I will be able to provide small grants to community projects this year. Please get in touch if you have an idea. Last year I supported Clifton Rovers FC with a new set of goal posts and nets and Nora Parsons Day Centre with a contribution towards a new commercial dishwasher. Grants were also provided to worthwhile activities within the other four parishes in the Teme Valley ward.

County Councillors Report

County Council Affairs – New Personnel - Chief Executive, Michael Hudson - Chief Finance Officer, Andrew Spice - Director of Commissioning, Avril Wilson - interim Director of Adult Services.

County Council Affairs – Council Tax - Tax rise of 4.94%, comprising 1.94% for the main council tax and a 3% rise in funds for Adult Social Care, as prescribed by central government. Just as an aside, and thinking of our national finances, many people seem to be confused about the difference between deficit and debt. If we spend more in any period than we receive in income, the difference is a deficit. If we continue to do so, the deficits add up and are referred to as our debt. In consequence, as long as we spend more than we receive, our debt will go up – as it has since 2010, now standing at around £2 trillion. As a consequence our interest payment on that debt is now around £50 billion a year, a similar sum to that we spend on defence.

Council County Affairs – expenditure - Budget about £330 million. The greater proportion is spent on Adult and Children's Services, where it must be noted that a small number of individuals attract most of the cost. Thus we have about 750 children in care, and, through past failings, are going to be required to set up a separate company to run the services needed by such children and various ancillary needs. This will result in an extra £10 million being spent on children's service in the coming year. Adult services are for the elderly and vulnerable adults, again a total amounting to about 7,000 people. This from a population in the County of 560,000. All other services are paid for out of the balance, including all money spent on roads and pavements, as well as libraries, education services, regulatory services, waste disposal and the like. Our roads are generally in good condition compared with our neighbours and we are in process of spending an extra £12 million on bringing them up to the top quartile of roads in the country. Major infrastructure projects in progress or planned - Battenhall rail bridge will be installed starting at the end of this week, allowing dualling of the Southern Link Road from the M5 to the Ketch roundabout. New project to dual the Carrington Bridge and the causeway to Powick has been approved and will be starting soon. New railway station, Worcestershire Parkway at Norton, is under construction and will be open by this time next year. In addition there are plans for a new station at Kidderminster and improvements to the A38 through Bromsgrove.

SWDP revisions - Following its publication in 2016, the South Worcestershire Development Plan (SWDP) has been the basis for deciding the pattern of house building across south Worcestershire. Recently, the three councils involved have been considering revising the plan in the light of the recent publication of the revised National Planning Policy Framework (NPPF). While this concerns the County Council more from the infrastructure

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viewpoint, I have been keen to take part in the discussions. My impression is that while organic small scale growth of communities is desirable, it could be that larger new settlements may be necessary. Should one or two "new towns" of around 5,000 dwellings be required, the location of such developments is crucial. Any strong feelings on such plans would be welcomed by your local district councillors and the planning departments. Under our newly revised Local Transport Plan, (LTP4), we would seek to encourage developments in places where there is excess capacity on our road and rail network. We also recognise the importance of facilities for walking and cycling, as part of our active travel strategy. In addition, we need to make provision for public transport, where possible and appropriate. Tenbury has seen a successful application to build around 70 houses opposite the High School. It is to be hoped that many of those buying such houses will have children that can then go to the local primary and secondary schools. In addition, it is unrealistic to suppose that homes should only be allowed close to where there is an unmet need for employees. Minimising travel distance to work is desirable, but often unrealistic, and could be seen as a reason for allowing rural areas to become depopulated. In general, I suggest we should be prepared for organic growth of our villages and hamlets, as well as a growth in jobs in rural areas. Another aspect is the need for better broadband and I have to report steady, if slow, progress at reaching the last 5% or so of premises not yet served by Superfast Broadband. This becomes increasingly important as more people work from home and the internet is used for a greater amount of our social and educational needs. In that regard, it is worth noting that Worcestershire has been chosen as a testbed for 5G, the next generation of mobile phone coverage that promises much higher speed and capacity. This is in conjunction with the LEP, Malvern Hills Science Park, QinetiQ, the Heart of Worcestershire College and two large employers in the county, Mazak and Worcester Bosch. We are one of six such testbeds and the only one that comprises a single county.

Public Realm work - We are approaching the end of the long and drawn out process of improving the Public Realm in Tenbury. There has been general approval for the new paving slabs on the footways, and the 20 mph limit on the central shopping area. What remains is some work that was to be paid for by Tesco's under a section 278 agreement. That is the reason for the raised table outside their entrance not having been completed yet, and also for the absence of a couple of items of street furniture in their section. I can only hope that trade will pick up over the coming months, particularly attracting holiday visitors to what is now even more a very attractive rural town, with great retailers, services and public spaces.

Eastham Memorial Hall - I am aware of the difficulties in securing funding for a new Memorial Hall for Eastham. I would like to praise all those who have worked so hard to make the successful lottery bid, and I hope the relatively minor problems that are still outstanding can be overcome quickly, so the rebuilding can proceed quickly.

Divisional Fund - It is a privilege to be able to allocate some £10,000 of council taxpayers' money to good causes across the division. In the past year, Eastham residents have made few claims upon the fund. Other monies have helped organisations and good causes across the division, in particular in Clifton and Pensax. I am always keen to hear of new good destinations for this small amount of money that can nevertheless make a big difference to the organisations so favoured. It is your money and it can be spent for the benefit of the community as a whole.

Cllr Ken Pollock, Cheltenham, Gloucestershire