

# Minutes of the Ordinary Meeting of Tibberton Parish Council held 5<sup>th</sup> June 2018

**Democratic Period:** None to report for future action.

## 6.1 Attendance

Present: D. Nutting (Chair) (DN); R. Grimer (RG); C Hartwright (CH); E. Holding (EH); S. Pearson (SP); M. Rowley (MR)  
Apologies: J. Penzer (JP); County Councillor A. Miller; West Mercia Police  
In Attendance: J. Hill (Clerk)

## 6.2 Declarations of Interest

- a. Declaration of Interests: none
- b. Declaration of Disclosable Pecuniary Interests in items on the agenda: MR declared an interest in minute 6.10(a). SP declared an interest in minute 6.14
- c. Declaration of Other Disclosable Interests in items on the agenda: none.

6.3 There were no written requests for the Council to grant a dispensation under Section 33 of the Localism Act 2011.

## 6.4 Minutes of Previous Meetings of the Council

- Minutes of the Annual Meeting of Tibberton Parish Council held on Tuesday 1st May 2018 having been previously circulated were approved (CH/RG) and signed by the Chairman as a correct record.
- Minutes of the Ordinary Meeting of Tibberton Parish Council held on Tuesday 1st May 2018 having been previously circulated were approved (EH/MR) and signed by the Chairman as a correct record.

## 6.5 Progress Reports/Updates on matters considered at the previous meeting

None reported.

## 6.6 To receive the report of the County Cllr Tony Miller - For Information

CCllr Miller had submitted apologies for his absence from the meeting.

## 6.7 To receive the report of the District Cllr Margaret Rowley - For Information

DCllr Rowley updated Members with regard to WDC's recently introduced and amended New Homes Bonus scheme. Members noted that an additional organisation had expressed interest in occupying a unit at W6.

## 6.8 Reports by Councillors

- a) Village Hall: no new matters
- b) Neighbourhood Watch: no new matters
- c) Community Speed Watch: the group of volunteers were active and continuing to monitor vehicle speeds in the village (transgressors were reported to the Community Speed Partnership/West Mercia Police)
- d) Tibberton Community Land Trust: DN updated Members re progress on the allocation of lettings at the Hawthorn Rise development – 8 out of the 10 successful applicants had Tibberton connections, 1 had a Crowle connection and 1 property remained to be let
- e) County Association of Local Councils: next meeting 7<sup>th</sup> June 2018 the guest speaker would address the meeting re Public Rights of Way.

## 6.9 Report from the local Police officer – For Information

Email circulated.

## 6.10 Planning

- a) To consider planning applications referred by Worcestershire County Council and Wychavon District Council for comment:  
Application: 18/00759/HP  
Proposal: First floor extension over existing kitchen. Remodelling of the elevations. Replacement / new windows and doors.  
Location: Westfield, Church Lane, Tibberton, WR9 7NW  
Applicant: Mr & Mrs Forrester  
Members resolved to comment but not object to the application: see comments on response WDC Planning Portal
- b) To consider under the Scheme of Delegation any Planning Applications received between publication of this agenda and the Meeting: none
- c) Details of Decision Notices: none

- d) To consider reports of other “Planning” related Matters received by the Council prior to the commencement of the meeting:
  - i) Members noted receipt of South Worcestershire’s Development Plan Review - Strategic Housing and Economic Land Availability Assessment i) Consultation on Methodology and ii) Call for Sites 2018 Consultation, Monday 21st May to Monday 2nd July
  - ii) Members noted receipt of consultation on Review of South Worcestershire Development Plan (SWDP). Background evidence updates - Village Facilities and Rural Transport Survey (VFRTS).

**6.11 Highways and Byways**

- a) Lengthsman: Members noted the Lengthsman report, no additional action required by Council
- b) PRow (Footpaths): RG reported stile by the bridge to WCC
- c) New Highways and Byways Issues: no new matters.

**6.12 Finance**

- a) Bank Reconciliation: Members noted that the submitted bank reconciliation
- b) Receipts: Members noted that £20,303.53 had been received
- c) Payments to be made in respect of outstanding invoices and requests for payment were reported totalling £1,542.60. All payments were approved (EH/SP)
- d) Members resolved (DN/RG) to delegate payments in July and August to the Clerk in consultation with any two signatories.

**6.13 Annual Return for the year ended 31<sup>st</sup> March 2018**

- a) Members resolved (DN/EH) to adopt the submitted accounts for the Financial Year ending 31st March 2018
- b) Members resolved (CH/SP) to confirm the Annual Governance Statement 2017/18
- c) Members resolved (SP/CH) to approve the Accounting Statements for 2017/18.

**6.14 Purchase of BT Telephone Kiosk**

Members resolved (CH/DN): to accept BT’s terms and conditioners as specified re purchase of the redundant telephone kiosk. The Chairman was authorised to sign BT’s contract (signed).

*CH apologised and left the meeting – unavoidable commitment*

**6.15 Community Transport**

Consideration deferred until July meeting.

**6.16 Tibberton Village Hall (existing) in relation to Legal Matters**

None.

**6.17 Tibberton Village Hall (TCLT development)**

- i. Members noted the Clerk’s report: Rooftop’s breakdown justifying monies due as being the community’s share of costs related to professional fees and service installation on the Hawthorn Rise site was returned to Rooftop by the Clerk, inaccurate due to inappropriate charging of VAT; Quantity Surveyor appointment, quotations being assessed, a recommendation to Council was anticipated at the August meeting: the Invitation to tender had been posted on Contract Finder (Government website); DN and MR were drafting both the electorate consultation materials re PWLB and the New Homes Bonus application
- ii. Clerk to arrange fencing / securing of the new hall site at Hawthorn Rise once Speller Metcalf departed.

**6.18 Correspondence**

Members noted receipt of a letter from the Canal and River Trust (South Wales and Severn Waterway) stating that the canal bridge repairs would be carried out in the next few months and that they would not provide canal side bins for dog waste.

**6.19 Items for inclusion on a future agenda**

Lengthsman appointment (advertise July/August); Community Transport (July); on-going review of regulatory documentation.

**6.20 Date of Next Meeting**

- The next Ordinary Meeting of Tibberton Parish Council will be held on Tuesday 3<sup>rd</sup> July 2018 at 19:30 hours at Tibberton Village Hall.
- Early notification that an Extra-ordinary Meeting of Tibberton Parish Council might be held on Tuesday 7<sup>th</sup> August 2018 at 19:30 hours at Tibberton Village Hall. Matters to be determined at that meeting being pertinent to the proposed development of a new village hall at Hawthorn Rise. It is anticipated that the agenda will

include, but not be limited to, the following matters: public consultation and application for borrowing approval / consideration of tenders for the building of a new hall / to determine a preferred developer / to consider the contract to develop / approval of finance arrangements.

The meeting closed at 21:00 hours

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(Chairman – 3<sup>rd</sup> July 2018

Expenditure: 5/6/18	Gross
Remuneration contractors and staffing costs	£1,186.60
Tibberton Village Hall Mgt Cttee - cleaning	£225.00
Tibberton Village Hall Mgt Cttee - meeting hire	£81.00
D. Hibbitt - Internal Audit	£50.00
	<b>£1,542.60</b>