

PEOPLETON PARISH COUNCIL

Parish Clerk : Michelle English, Tel 07896879414, email peopletonpc@yahoo.com

Minutes of the Parish Council Meeting held on Wednesday 9th May @ 7.00pm in the Village Hall, Peopleton

1. Election of Chair. Cllr Phillips was elected as chair, proposed by Cllr Wall & seconded by Cllr Hennerley. Acceptance of office was signed
2. Election of Chair. Cllr Mason was elected as vice chair, proposed by Cllr Phillips and seconded by Cllr Bailey
3. Members and Officers present: Cllrs Phillips (Chair), Bailey, Smith, Hennerley & Wall
In attendance: Clerk, CCllr Adams, Cllr Robinson & 7 residents. *This meeting was recorded by a member of the publi having been given consent from the Parish Council at the meeting.*
4. Apologies: Cllr Baxter & Mason

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. Chair closed meeting to listen to residents concerns. See attached.

5. Declarations of Interest: None
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

6. Minutes: Minutes of the Council Meeting March 2018 were approved as true and accurate.
7. The following documents were adopted by the Parish Council – Standing orders, members code of conduct, financial regulations and risk assessment.
8. Members were appointed to the following working groups
 - Staffing - Phillips, Mason, Wall & Baxter
 - Planning - Smith, Wall, Bailey, Mason & Phillips
 - Clerk's finance support group - Baxter & Phillips
9. Councillors were appointed to the following roles:

● Village trust	LB
● Village shop	TM
● PACT	PH
● Lengthsman	LB
● Footpaths	LB
● Highways & Byways issues	LB
● New Residents' welcome pack	TM
● Website	PH
● Flood Alleviation Group	DW
● Data Protection Officer	AB

10. District Councillors' report: for information.

2017/18 had been a good year for Wychavon. Council tax was not increased. Voted top 3 in Halifax survey however it is important that partners, eg, schools, affordable housing, county council etc continue to work together. NHB protocol has had a revamp. 16th June ladies cycle tour of Britan. Cllr Robinson thanked the PC for all the hard work they have done over the year.

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11. County Councillors' report: for information.

Congratulated Cllr Robinson for doing a wonderful job at Wychavon

Lots of changes at County Council

- Fire authority
- 1st year of a 4 year period – 23 new councillors working well together, new chief exec
- Concern is how the infrastructure within the county is going to work, Cllr Adams asked residents to please let him know of any concerns.
- Lots going on but money is extremely tight, it is not easy
- Congratulated TM on the booklet he put out to newcomers in the village

Peopleton Parish Council thanked the County and District Councillors for their support.

12. Planning

- To consider planning applications referred by Wychavon District Council for comment

<u>18/00510/FUL</u>	The White House Main Street Peopleton Pershore WR10 2EG	Construction of dwelling and annexe PC has no objection	Pending decision
<u>18/00023/S106</u>	The Homestead Main Street Peopleton Pershore WR10 2EG	Application under section 106A of the Town and Country Planning Act 1990 to modify the requirements to legal agreement dated 10th May 1993 associated with planning permission ref W/92/1220 for demolition of existing house and erection of replacement 3 bedroom dwelling house including garage, conservatory, satellite dish and 2m side wall to allow for the discharge of obligation 3 allowing the use of the garage as habitable accommodation	Pending decision

- Enforcement issues – Letter sent to Wychavon, asked for more clarity on the enforcement issue.
- Damaged hedge, officers at Wychavon looking into this
- Cllr Robinson suggested that someone keep a log of the number of skips going in and out of the village

13. Progress reports: for information / discussion and comments if necessary

- Chairman's report JP
Calc Training – booked GDPR training event 23rd May 2018 at County Hall from 7pm to 9pm

Clerk and chair have set up our monthly meetings and the first one was in April – very helpful for us to discuss the parish affairs and to follow through with correspondence between meetings

Follow up letter sent to Wychavon Enforcement Officer

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Summer Fete Bowbrook House School on 23 June – recognise that we have a good, positive relationship with the school.

- Village trust

No major issues hall functioning very well with many bookings for rest of the year. Turnover at record levels. Decision re use of legacy soon. AGM on Weds 2nd May all welcome. Entrance to hall being revamped next 2 months.

- Village shop

The AGM of Peopleton Village Shop Association will be held on Tuesday 29 May in the village Hall. Everyone is encouraged to attend.

The lockers partly funded by Parish Lands have now been installed. These will mainly be used for charcoal in the summer and coal, kindling and logs in winter.

- PACT

- Lengthsman good job being done by the Lengthsman no major problems

- VAS – discussions to be had with the County Councillor to assist with more funding.

- Footpaths

New dog fouling signs seem to be effective but we still have a problem with some dog owners. Waiting news from WCC re improving some of our footpath stiles.

- Highways & Byways issues

Parish Council would like to know the position of the repair to damaged metal and the replacement of solar light on the Village road junction onto the main road A44 has not been replaced. The Parish Council were pleased to note the trailers had been moved.

- New Residents' welcome pack

TM

Clls to advise of any new residents who need a copy. Suggested that we review and revise the leaflet after the next Parish Council elections. In the meantime, Councillors to review the contents for accuracy and to consider whether we need to provide any more information or to remove any items.

- Website

PS

- Data Protection

AB

- Flooding

DW

The Flood Working Group met on several times in 2017 and will meet as and when required in 2018. The Flood Alleviation Scheme installed by the Parish Council following the devastating floods of 2007 continues to work efficiently and coped well with heavy rain during the Winter and prevented any flooding in the Village. The maintenance of the Ditch on farmland behind the Main Street concerns the Parish Council and this issue will continue to be pressed with Officers at Wychavon District Council, whose responsibility it is to carry out adequate Annual maintenance. District Councillor Linda Robinson will also be updated at Parish Council meetings of any future problems with this issue.

The County Council have successfully unblocked the drains on the Main Street.

14. Finance

- New Homes Bonus – awaiting payment

- Transparency Fund – money received

- The council agreed to the purchase of a lockable filing cabinet and shredder for the clerk in order to comply with Data Protection

- Treasurers account closed at £7904.12

- Business Instant account closed at £2488.04

- The end of year accounts were agreed

- To approve payments below

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S Pike	Lengthsman – March	£228.00
S Pike	Lengthsman – April	£132.00
M English	Office equipment in line with new Data rules	£191.33
M English	Wages & Expenses	£527.71
CALC	Membership	£376.58

15. Correspondence for Information: To note the attached appendix of items which have been circulated or will be available for inspection at the meeting. (OR a list of items will be available at the meeting.)

- Correspondence relating to previous minutes were addressed as suggested by CALC

September 2016 - Item 3a, second bullet point refers - No previous minutes or accounts, need to contact previous clerk or CALC. Incorrect statement –

The correct statement is Parish Council to identify where some minutes and accounts are held

November 2016 - Item 6a, bullet point 11 refers - Letter sent to previous clerk for making arrangements to collect financial records – Incorrect statement .

The correct statement is Collect financial records from Audit process

September 2017 - Item 8 - approval of payments - Damtech Solution - it stated that the PC would not pay this invoice as the previous clerk set up the website without the council’s authority. Incorrect statement.

The correct statement is. PC agreed not to pay the invoice. Furthermore, the PC has written an apology to the previous Clerk for any link to this matter.

The Chair said that she hoped the above would resolve the matter and instructed the clerk to write to the previous clerk.

The council agreed to set a date for the 7th June at 6.45pm to discuss supplying a testimonial for the previous clerk, it is noted that this would be a closed staffing meeting.

- Stopping up order for the Forge, Norchard Lane. It was noted that this was agreed at a previous meeting, the Council has not issues.

16. Future agenda items & reports: Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

- Signage in Peopleton (The PC were disappointed to discover a sign up again, it is an issue, the PC and residents feel we are a target it was also felt that the wording on the fence is offensive especially to children

17. With no further business to discuss the meeting closed at 8.10, the next meeting will be Wednesday 11th July at 7.30pm

.....(chair)

.....(date)