

# Minutes of the Ordinary Meeting of Tibberton Parish Council held 2<sup>nd</sup> October 2018

**Democratic Period:** 1 member of the public present. No matters to report for future action.

## 10.1 Attendance

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

## 10.2 Declarations of Interest

- a. Declaration of Interests: none
- b. Declaration of Disclosable Pecuniary Interests in items on the agenda: none
- c. Declaration of Other Disclosable Interests in items on the agenda: none.

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

10.4 There were no requests from residents seeking to be co-opted onto the Parish Council.

## 10.5 Minutes of Previous Meetings of the Council

Minutes of the Ordinary Meeting of Tibberton Parish Council held on Tuesday 4<sup>th</sup> September 2018 having been previously circulated were, subject to amendment of minute 9.8 e) to read 'SWDP' and not WWDP, approved (SP/JP) and signed by the Chairman as a correct record.

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

- i) Members noted MR's report:
  - Stage 3 of the flood alleviation programme was not due to be implemented at present as the drainage issues appear to have been resolved by work carried out in Stages 1 and 2
  - surface drainage issues at The Holloway were not part of Stage 3 and had been reported to WCC Highways
- ii) Members noted that the Defibrillator Training day on 10<sup>th</sup> November had been widely publicised in the Parish and that all those residents who had previously expressed an interest in attending such training had been informed.

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

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

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

Members noted DCllr Rowley's report that WDC was hosting a successful communities training session which representatives from Tibberton Community Land Trust would attend.

## 10.9 Reports by Councillors

- a) Village Hall: no new matters
- b) Neighbourhood Watch: no new matters
- c) Community Speed Watch: MR's informed Members that 2 new volunteers had joined the group. 5 more monitoring sessions had taken place
- d) Tibberton Community Land Trust: making progress re setting up the allotments
- e) County Association of Local Councils: MR's reported that the 5<sup>th</sup> September Wychavon Area Committee had received a presentation on changes to the National Planning Policy Framework and the associated requirement for a review of the South Worcestershire Development Plan.

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

Email report circulated.

## 10.11 Planning

- a) To consider planning applications referred by Worcestershire County Council and Wychavon District Council for comment:

Application: 18/01926/HP  
Location: 39 Hawthorn Rise, Tibberton. WR9 7NU  
Proposal: Proposed extension to rear of existing dwelling  
Applicant: Mr & Mrs K Palmer  
Members resolved (JP/SP) to support the application

Application: 18/01867/FUL  
Proposal: Change of use of shop into residential use  
Location: Post Office and Stores, Plough Road, Tibberton. WR9 7NL  
Applicant: Mr & Mrs Jameson  
Members resolved (JP/SP) to support the application

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:

Application: 18/01650/ADV  
Applicant: Mr G Ludlow  
Proposal: Nine internally illuminated totem signs.  
Location: Land Off, Pershore Lane, Tibberton  
Members noted that WDC approved the application on 24th September 2018

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 a briefing from WDC re "Permission in Principle" which is an alternative way of gaining planning permission for housing-led development. It can apply to mixed use schemes as long as housing occupies the majority of the site / development (circulated by email)
- ii) Members noted receipt of an invitation to a Briefing for Parish and Town Councils re South Worcestershire Development Plan Review on Tuesday 6th November 2018, Council Chamber, County Hall (circulated by email).

#### **10.12 Highways and Byways**

- a) Lengthsman: Members resolved (JP/MR) to approve 7 hours training (agreed with WCC) to be paid from the Lengthsman budget
- b) PRow (Footpaths): no new matters
- c) Temporary Closure Order: A4538 Pershore Lane, Tibberton (Southbound))(Temporary Closure) Order 2018  
Proposed Order: to close that part of A4538 Pershore Lane, Tibberton (southbound) from its junction with M5 J6 to its junction with C2302 Pershore Lane to Crowle Road in order to facilitate duct crossings works by Interserve Traffic Management
- d) Clerk to obtain quotations re a new VAS (from WCC preferred provider)
- e) Highways and Byways Issues: no new issues.

#### **10.13 Finance (see minutes re New Hall Project Group for matters related to New Hall Finance)**

- a) Bank Reconciliation: Members noted that the bank statements had been passed to a bank signatory liaising with HSBC and were therefore not available
- b) Receipts: Members noted that the bank statements had been passed to a bank signatory liaising with HSBC and were therefore not available
- c) Payments to be made in respect of outstanding invoices and requests for payment were reported totalling £1,733.61. All payments were approved (SP/MR)
- d) Members resolved (MR/JP) to amend the 4 signatories to The Cambridge Building Society account and complete a change of signatories as follows; existing signatories C Hartwright, J Penzer, E Holding to remain and S Pearson to be added as a signatory to the account
- e) Members noted receipt of Conclusion of Audit report for municipal year 2017/18.

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

No new matters.

#### **10.15 New Hall Project Group – Clerk's report under delegated powers**

No new matters for consideration had arisen since the publication of the agenda pertaining to the new village hall. The Working Group report covered all those items on the agenda as listed below:

- a) Members noted that the Working Group had submitted an application for non-material amendments to WDC planning (18/01956/NMA) re roof pitch (and not roof height), fenestration, including roof lights and materials (additional render). The purpose of the application being to bring the Wernick design in line with the existing planning permission
- b) Members noted that the Clerk had written to Wychavon District Council (WDC) formally requesting that WDC consent to release to Tibberton Parish Council those funds (£440k minus monies due to Rooftop) which WDC had allocated toward the cost of building a new village hall

- c) Members noted that the new HSBC bank account for the new hall build project was now active. Signatories as per the other two HSBC accounts are E. Holding, M. Rowley, C. Hartwright and J. Penzer. This account to be hereafter referred to as the Project Account
- d) Members resolved (SP/JP) to request provision of £350,000.00 from the Public Works Loan Board (PWLB). The Chairman and the Clerk signed the PWLB agreement for the loan
- e) Members resolved (JP/MR) to instruct The Cambridge Building Society to issue a cheque to Tibberton Parish Council for £81,000.00 that sum to be paid into the Project Account
- f) Members noted the finalised contract with D P Design Partnership (Quantity Surveyor / CDM Principle Designer / Clerk of Works). Contract to be signed by the Chairman, S Pearson and Vice-Chairman M Rowley (resolution Extra Ordinary Meeting on 21<sup>st</sup> August 2018. Minute 8.19),

**10.16 Correspondence**

WCC Autumn Parish Conference on 9<sup>th</sup> October at County Hall: MR to attend.

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

Lengthsman appointment; replacement VAS: long term use of the adopted BT phone box; on-going review of regulatory documentation.

**10.18 Date of Next Meeting**

The next Ordinary Meeting of Tibberton Parish Council will be held on Tuesday 6<sup>th</sup> November 2018 at 19:30 hours at Tibberton Village Hall.

The meeting closed at 20:45 hours

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(Chairman – 6<sup>th</sup> November 2018

Expenditure: 2/10/18	Gross
Remuneration contractors and staffing costs	£1,076.61
Tibberton Village Hall Management Cttee - caretaking	£225.00
Tibberton Village Hall Management Cttee - room hire	£75.00
PKF Littlejohn LLP - Inv: SB201802206	£240.00
(PA) WDC Planning - application: 18/01956/NMA	£117.00
	£1,733.61