

Minutes of the Ordinary Meeting of Tibberton Parish Council held 6th November 2018

Democratic Period: 1 member of the public present.

11.1 Attendance

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

11.2 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.

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

11.4 Minutes of Previous Meetings of the Council

Minutes of the Ordinary Meeting of Tibberton Parish Council held on Tuesday 2nd October 2018 having been previously circulated were approved (JP/RG) and signed by the Chairman as a correct record.

11.5 Progress Reports/Updates on matters considered at the previous meeting

None.

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

Cllr Miller updated members re:

- lights at W6 are working lights, not permanent, so enforcement cannot be invoked at present
- WCC experiencing tough times financially with an impact on staff and a slimming of services, therefore WCC's council tax requirement was expected to increase by approx. 4%
- Highways will not replace white line markings until a road is being resurfaced, unless, the lack of markings constitutes a safety risk in which case the work will be carried out
- WCC are looking for parish councils to assume greater responsibility for highways work with an expectation that Lengthsmen would be trained to a higher level and therefore able to take on more work – WCC's view is that parish councils can increase their precept/council tax share to cover the cost of this work and training and WCC would encourage them to do this.

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

Members noted DCllr Rowley's report that:

- WDC officers had approved expenditure of S106 monies for the provision of a basket swing on the Hawthorn Rise play area (which is owned by WDC)
- the raised manhole cover in an unsafe condition on the roadway located between 1 and 2 Hillside, along Hawthorn Rise, has been repeatedly reported to Taylor Wimpey who are responsible for it (as the road has not yet been adopted by Highways the land and roadway is still owned by the developer). A further report had been made to Taylor Wimpey requesting urgent action
- MR undertook to investigate the poor notification of changes to the refuse collection schedule.

11.8 Reports by Councillors

- a) Village Hall: no new matters
- b) Neighbourhood Watch: no new matters
- c) Community Speed Watch: MR informed Members that October sessions in Ash Lane had identified vehicles travelling at unacceptable speeds
- d) Tibberton Community Land Trust: no new matters
- e) County Association of Local Councils: MR reported that the CALC AGM was scheduled for 14th November at 6.30pm; a workshop re engaging with potential new parish councillors was scheduled for 27th November and the 6th December Wychavon Area Cttee would focus on road safety and be addressed by a WCC officer.

11.9 Report from the local police officer – for information

Members noted receipt of an email which stated that there were no incidents pertaining to Tibberton to report.

11.10 Planning

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

Application: 18/02157/OUT

Proposal: Erection of dwelling

Location: Annflo, Foredraught Lane, Tibberton, WR9 7NH

Applicant: Mrs Porter

Members resolved (JP/SP) to object to the application (see response on file at WDC planning)

Application: 18/01926/HP

Proposal: Proposed extension to rear of existing dwelling

Location: 39 Hawthorn Rise, Tibberton, WR9 7NU

Applicant: Mr & Mrs K Palmer

Members noted that additional information/amendment(s) have been received for this planning application and resolved (SP/JP) to refer WDC to their previous objection and comment that they considered the proposal to be an over large development of the property (see response on file at WDC planning)

- 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: 18/01437/RM

Proposal: Reserved Matters Application following Outline Permission 17/00617/OU for matters relating to the scale, siting (layout), internal access, and external appearance for a B2 / B8 building, earthworks; plot and structural landscape works inclusive of an ecological buffer zone; internal access roads, car parking, gatehouse; utilities and plant infrastructure.

Location: Land off Pershore Lane, Tibberton

Applicant: Stoford Properties Limited and Kohler Mira Limited

Members noted that WDC Planning Committee approved the application on 19th October 2018

- d) To consider reports of other "Planning" related Matters received by the Council prior to the commencement of the meeting:
- i) Black and White Cottage: CCllr Miller undertook to enquire of highways officers re the potentially unsafe fencing erected along the highway outside the property; DCllr Rowley would ask planning officers to check the conditions of the planning permission
 - ii) Members resolved (JP/RG) to accept MR's offer to prepare a briefing for the December meeting re a reply to WDC in relation to options under the SWDP.

11.11 Highways and Byways

- a) Lengthsman: no new matters
- b) PRoW (Footpaths): no new matters
- c) VAS quotations: Members resolved (JP/RG) to accept the quotation for a Portable Speed Indicator Device with a 'Thank You / Slow Down' legend beneath the speed clock (Clerk to place order). Full ownership of the existing shared VAS to Saleway PC (Clerk to inform the Clerk to Saleway PC)
- d) Highways and Byways Issues: CCllr Miller to arrange for the give way signage by the bridge to be checked – due to concerns that contractors had repositioned the signage in an incorrect and unsafe location.

11.12 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 £1,368.00 All payments were approved (RG/JP)
- d) Members noted that WDC had requested Parish Precept submissions no later than 1st February 2019.

11.13 Tibberton Village Hall (existing) in relation to Legal Matters

No new matters.

11.14 New Hall Project Group – Clerk's report under delegated powers

- a) No new matters for consideration had arisen since the publication of the agenda pertaining to the new village hall
- b) Members noted that Wernick and the QS were in the process of finalising the contract terms, including matters pertaining to fit-out, for the new hall
- c) Members noted and accepted the advice and quotation from Came & Co, Insurer brokers, re new hall and lease requirements (as per advice re insurance in joint names received from the Parkinson Partnership)
- d) Members noted that the non-material amendment to planning permission had been approved by WDC
- e) Members noted that WDC had confirmed in writing that they would release to the Parish Council, on receipt of invoice, those funds which were allocated toward the cost of building a new village hall (£440,000.00 minus those monies due to Rooftop)
- f) Members noted and approved (JP/RG) that the original withdrawal request to Cambridge Building Society (Minute 10.14) had been amended to read £76,000.00. The cheque had been received from the Cambridge Building Society and paid into the HSBC Project Account. Reason for amendment – Cambridge B/S requirement that a minimum balance of £5,000.00 be retained in the account to keep it open

- g) Members noted that the contract with D P Design Partnership to fulfil the role of Quantity Surveyor / CDM Principle Designer / Clerk of Works had been signed (as resolution Extra Ordinary Meeting on 21st August 2018. Minute 8.19) and that the Clerk and BW had met with the contractor to begin the process of finalising the schedule of works as a precursor to signing the contract with the developer.

11.15 Correspondence

Worcestershire's Library Service's Transformation Programme, invitation to a briefing at Pershore Library on 9th November 2018. Members strongly supported the continuation of a mobile library service in Tibberton. The library calls at the village on the 1st Wednesday in a month. JP had placed a library schedule on the noticeboard.

11.16 Items for inclusion on a future agenda

SWDP options, draft response MR December; Lengthsman appointment; Budget/Precept January; May elections; long term use of the adopted BT phone box; on-going review of regulatory documentation.

11.17 Date of Next Meeting

- The next Ordinary Meeting of Tibberton Parish Council will be held on Tuesday 4th December 2018 at 19:30 hours at Tibberton Village Hall
- Early notification that the January meeting of Tibberton Parish Council will be held on Tuesday 8th January 2019 at 19:30 hours at Tibberton Village Hall.

Members of the public and press were cordially invited to be present at the above meeting

Thereafter Members resolved (MR/JP) that in view of the confidential nature of the business about to be transacted, the public and press be excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960 for agenda item 18: the reason being staffing matters.

11.18 Staff Annual Leave

Leave approved (JP/SP). See confidential file note re dates.

The meeting closed at 21:45 hours

(Chairman – 4th December 2018

Expenditure: 6/11/18	Gross
Remuneration contractors and staffing costs	£818.00
Information Commissioner registration	£40.00
Contractor re erect fencing at new hall site	£10.00
The Parkinson Partnership LLP	£500.00
	£1,368.00