

Birtsmorton Parish Council

Draft Minutes of Meeting of Birtsmorton Parish Council
Monday 12 November 2018 at 7.30 at Berrow Village Hall

Present: Chair: Michael Barnes
Councillors: Vance Withers, David Williams, Mary Dowding, and Richard Foord.

In attendance: DCllr. Mick Davies and Clerk
Public: 2

Public Comments: None

40/2018. Apologies for Absence.

Cllr. Faulkner

41/2018 Declarations of Interest

1. *Register of Interests.*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.* None
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)* None

42/2018. Confirmation of Minutes

Minutes of meeting of 3 September 2018 were confirmed and signed as true record.

43/2018. Matters Arising

Minute 38/18. Following Cllr Gillard's 'retirement' the clerk advised that on behalf of the Parish Council she had taken a gift to Mr and Mrs Gillard in their new home. This had been acknowledged by Mr Gillard with his thanks to council members.

44/2018 Appointment of Vice Chairman

Following Cllr Gillard's retirement, it was unanimously **agreed** that Cllr Vance Withers be elected Vice chairman.

45/2018 Parish Council Vacancy

With no election requested the Parish Council was able to consider filling the present vacancy by co-option. It was **agreed** to confirm co-option of interested parishioner Miss Julie Moore. Once she had signed the declaration of office Cllr Moore joined fellow members for the remainder of the meeting.

46/2018 District Councillor Report

The following was reported:

Universal credit. Last month the Government announced that support is now to be provided by Citizen's Advice so the District Council will no longer be directly involved. Citizens Advice run drop in session most Tuesdays at Welland Church.

Democracy day. MHDC is keen to engage young people with local democracy and have just run another day for teams of pupils from local high schools encouraging them to get involved in local issues like planning and service provision.

SWDP Review. The first stage of the review formally started on 5 November when the Issues and Options consultation document was published. It seeks views on a series of high-level questions relating to housing numbers and land for jobs, support for shopping, protection and enhancement of the environment as well as the infrastructure to underpin the plan to 2041. The information from this consultation will help shape the first draft of the new local plan, which will be available in the autumn of 2019.

❖ http://swjcs.limehouse.co.uk/portal/swdpr_i_and_o/swdp_review_io or

- 20 November 2:00-8:00pm– **Upton-upon-Severn**, Memorial Hall

- 26 November 2:00-8:00pm – **Malvern**, Lyttelton Rooms

Protect your farm. The Protect Your Farm, Protect Yourself event is taking place on Thursday 22 November at the Three Counties.

Fly tipping. Prompt reporting of fly tipping results in action.

Growth grant. The spring round of the Malvern Hills Growth Grant has resulted in the award of over £10,500 to local established businesses.

47/2018. Finance Report

Current financial situation:

| | £ | £ | |
|-----------------------------------|---------|----------------|------------------------|
| Balance as at 3 Sept 2018 | | 4838.83 | |
| | | | |
| Income pre meeting | | | |
| HMRC | 161.34 | | |
| MHDC 2 nd ½ yr precept | 1056.00 | | |
| | | 1217.34 | |
| Expenditure at meeting | | | |
| Clerk | 181.72 | | Salary SCP 20 and Exps |
| Lengthsman | 67.50 | 249.22 | |
| | | | |
| Total | | | |
| | | | |
| Balance at end of meeting | | 5806.95 | |
| 12 November 2018 | | | |

- **Cheque Signatories** updated with bank mandate amended. Signatories now Cllrs Barnes & Withers.
- **Budget and Precept for 2019/20**
The draft budget was presented to the Parish Council for its consideration and agreement. A number of matters were raised in discussion and included:
 - ❖ The required items of administration which cover a large part of precept.
 - ❖ Essential to maintain a reserve in consideration of matters of localism.
 - ❖ Support for potential section 137 grants
 - ❖ Potential election expenses for 2019. Uncertainty of cost of an actual election
 - ❖ Contingency.
 - ❖ Potential Internal audit fees.
 - ❖ Coombe Green Common maintenance as regards thistles and brambles.
 - ❖ Present healthy balance
 - ❖ Reminder about restricted funding presently within reserves of £470 for computer equipment.

It was **RESOLVED** that the total Annual Precept for 2019/20 would remain at **£2112**.

48/2018 Coombegreen Common

As previously reported bramble clearance now underway and as agreed this would be supported financially by both parish council and the fundraising group.

49/2018 Parish Drainage/Lengthsman

- The culvert opposite Home Farm has been cleared and a new grip established. It was discovered that the culvert was partially damaged. This was covered with a protective plate and any stone

removed to ensure the watercourse was not impeded in addition to the new grip. No further action proposed.

- A record of levels have now been established and it was agreed with the lead by the DCllr to seek the support of WCC highways in considering remedial action.
- Clerk to follow up BT pole along Marsh Road. Still to be actioned.
- Stones being sited on roadside/highway verge outside private properties. Any potential damage to vehicle or person in contact with such hazards, deemed to be on highway property, the land owner would be liable.
- Damaged highway near Birtsmorton Court as reported by parishioners. An acknowledgment states that the area will be considered '*when road space is granted and program of works allows*' Clerk to follow up seeking a speedier response.
- Inappropriate vehicle parking ref minute (33/2018) to be reported to police.

50/2017 Planning

None

51/2018 Nutshell Agreement

The coppicing project at The Nutshell continues and it was agreed to pursue a fourth-year renewal of the 12-month licence agreement for 2019.

52/2018 Meeting Reports and Representation on the 4Cs

- Cllr Withers was thanked for his attendance at the recent WCC forum and the provision of supporting notes.
- Following Cllr Gillard's retirement **Agreed** that Cllr Moore will be the parish council representative on the 4C's (Castlemorton Commons coordinating committee)

53/2018. Correspondence

Any information presently sent to Cllrs via email and particular reference to:

- SWDP Review now underway
- Showcase of services for older people
- Protect Your Farm forthcoming conference
- Libraries Briefing 14 November
- CALC AGM 14 November
- M50 Propping Works - Updates.

54/2018. Confirmation of date of next meeting

The next meeting date **Monday 11 March 2019** at 7.30 pm at Berrow Village Hall and Monday 13 May 2019 (Annual Meetings)

The meeting closed at 9.20pm

Signed..... Date.....