

**DRAFT**

**The Minutes of the Meeting of Berrow Parish Council  
held at Berrow and Pendock Village Hall at 7.30pm on Tuesday 5<sup>th</sup> March 2019**

**Present:** Cllrs Ruth Coates (Chair), John Dudfield, Anne Lewis, Michael Robson and Mike Thomas

**In attendance:** District Counsellor Bronwen Behan and the Parish Clerk

There were no matters for discussion before the meeting so no adjournment for the discussion of views.

- 1. Apologies:** Apologies were received from Cllr. Paul Lewis.
- 2. Declaration of Interests:** Cllr. Dudfield declared an interest in agenda item 6a. All Councillors were reminded of their duty to keep their register of interests updated.
- 3. Minutes:** The minutes of the meeting held on 4<sup>th</sup> December 2018 were approved and signed.
- 4. Progress Reports:**
  - a. **M50 bridge works:** Work is ongoing of the M50 bridge propping. Traffic control lights have been set up on the three affected bridges and the Queens Arms Bridge is due to be closed from April to December. Worcestershire County Council is due to hold a public meeting, but no date has been set. The detours have yet to be confirmed. Communications from the council is inconsistent and it was agreed that all Councillors shall share any information they receive.
  - b. **Farleys Ground:** Update from the Malvern Hills District Council:
    - Drainage issues. The planning enforcement has currently reached an impasse as Prosser and Sons have been refused access to the land by the adjacent landowners.
    - The District Council has requested that the agent provides evidence that materials used on the site comply with the relevant environmental standards;
    - Enforcement officers are holding a meeting with the landowners to do a site survey and to assess compliance with the approved planning permission and the Enforcement Notice.The Clerk to inform Birtsmorton Parish Council of the situation as some of their Parishioners are affected by this issue.

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- c. **Grit bin on Whitings Hill Lane:** Worcestershire County Council has confirmed that the cost of the bin is £227 which includes delivery to the assessed location and the initial fill. Top up salt costs £140 approximately for a 1 tonne sack. It was agreed by the Council to proceed with the purchase of the bin. Bin to be sited on the verge on the right hand side of the lane if coming down from the B4208, at the point where the lower boundary of Whitings Hill meets the next field boundary. The Clerk will meet the lengthsman there to enable him to prepare the site, as she intends also to tour the council's area covered with him to review any works carried out. The Clerk to see if Worcestershire County Council still pay farmers to clear snow and grit roads.
  
- d. **Clerk Pay Scale:** The latest pay scale has been issued by NALC. It was agreed that for the Clerk's review in July that the contract will need to be updated to include any reviewed/adjusted contracted number of hours if required, the relevant spinal column point and the agreed hourly rate.

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**5. Finance Report:**

- a. The Council approved the following with the balance being matched against the latest bank statement.

**Berrow Parish Council Financials 2018/19**

<u>Details</u>	<u>Income</u>	<u>Expenditure</u>
Opening balance: 02/11/18		
Current account	<b>£3,307.54</b>	
<b>Actuals</b>		
Lengthsman		-£354.00
General		-£15.90
Staffing & training		-£312.50
Sub Total:	£0.00	-£682.40
Closing balance: 23/01/19	<b>£2,625.14</b>	(Bank statement sheet number: 94)
<b>Transactions since last Bank Statement</b>		
Lengthsman	£590.00	
<b>Forecast</b>		
Staffing		-£300.00
Training		-£10.00
Churchyard		-£250.00
Hall Hire		-£45.00
Lengthsman	£236.00	-£354.00
Forecast closing balance 31/03/19	<b>£2,492.14</b>	

- b. The Clerk to contact the Treasurer of Berrow P.C.C, Mr. A. Rambridge, regarding the Council's payment for the upkeep of the churchyard at St. Faith, Berrow, for the year 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019.

**6. Correspondence:**

- a. **19/00233/FUL Standhall Cottage:** planning application received and will be supported by the council.
- b. **18/01856/HP: The Hawthornes Cottage:** planning application received and supported by the council with a note to the planning department that the chimney and first floor extension have already been demolished.
- c. **Thank you card from defibrillator guardian:** A thank you card received from Joanna Thomas for the chocolates received from the Council was read out.
- d. **“Fancy taking the Helm” training:** The Councillors were informed of a training course for anyone wishing to train to become the Chair.
- e. **Footpath issues:** Can be reported via the “Report it” page on the Worcestershire County Council website.

**7. District/County Councillors Report:** The District Councillor reported the following:

- The District Council is in the process of consulting on continuity of recycling for both household and business. Items being consulted on include the following, which have logistics as well as financial implications:
  - Government has targeted councils to collect food waste from 2023;
  - To have free green waste collection to all households with a garden;
  - Consistency with other councils on the colour of the bins;
  - Plastic bottle returns scheme where money is given to those who return plastic bottles.
- Rough sleepers: There were 2 deaths of homeless people in Malvern this Winter. The current requirements on a council is to count all homeless/ rough sleepers on one day a year, although this is considered by the District Council as not representing the true numbers. The Chair pointed out that the Parish Council had never been asked to submit any numbers to the District Council for the count. The District Council is holding cross agency meetings to establish a more accurate way of recording the numbers.
- The District Council is investigating ways of bringing empty houses back into use. One of the options being considered is to make owners of empty properties pay full council tax, but this is not yet agreed.

**8. Election update:** The timetable for the elections was discussed. The nominations packs were due to be available from 4<sup>th</sup> March 2019. Cllr. A. Lewis offered to collect packs from the District Council to give to the Councillors. It was agreed that the Councillors will meet on 20<sup>th</sup> March 2019 to sign the forms. Cllr. A. Lewis informed the Council that she will not be standing at the election. It was agreed that the current cheque signatories will remain in place until the new council has mandated new ones.

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**9. Councillor's reports and items for future agenda:**

- a. **Sledge Green gates:** It was noted that the white gates on the A438 were looking faded. The Clerk reported that she has sent pictures of the gates to the County Council and will raise with the lengthsman.
- b. It was reported that there appeared to have been a further accident on the B4208 at Camers Green sharp bend corner, the Clerk was asked to follow up with the Highways as to if better signage could be erected to avert further incidents occurring.

**10. Date of next Annual Parish Meeting:** The Annual Parish Meeting will be held at 7.00pm on Tuesday 21<sup>st</sup> May 2019 at Berrow and Pendock Village Hall, followed by the Annual Parish Council Meeting,

The meeting closed at 9.15pm.

Signed .....  
Chair

Date.....