

Norton & Lenchwick Parish Council

Minutes of the Meeting, 5th January 2012 No.01/12

Clerk to the Council, Mike Smith, 12 Pitchers Hill, Wickhamford WR11 7RT

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Present

K. Leonard, Chairman, A. Hill, V. Chairman, Councillors J. Fretwell, D. Bush, M. Smith, Clerk and C. Homer, District Councillor

1. Apologies

J. Middleton, PC S. Hall

2. Declarations of Interest

None

3. The minutes of the previous meeting held on 3rd November 2011 were agreed.

4. Police Officers Report

None

5. District Councillors Report

Councillor advised the meeting of the fact that the New Homes Bonus allocated to each Parish is the amount available for the next six years. This can be claimed each year or pooled at any time if required for a specific project.

6. Chairman's Report

The Chairman requested that the Clerk send a letter of thanks to E. Weaving

The SWDP Village facilities survey had been completed and returned last month. This survey also included broadband speeds. Thanks to all who made submissions.

Visit by Frances Haley, Wychavon Community Neighbourhood Warden, who was called to pick up the needles from the VH ca park

There is a "bit of a den" fashioned out of the hedge behind the garage on St. Egwins and No 5's garage I therefore recommend we ensure this area is cleared. Will notify Smith Wadley & Rooftop

The New Homes Bonus we have been notified of is an amount of money which can be claimed every year for the next six years. It can however be requested as a "lump sum" for a specific project.

Our insurance will be due at some time and Calc has recommended all Parish Councils look at a Company called Came & Company when their renewal is due

The Chairman advised that as we were adding to the Lengthsman spec. tenders should be sent out for the 2012/2013 contract.

7. Field Path Officers Report

NL519. This is the short path from the fisherman's car park to the river. New fencing has been erected fairly recently and the style has been moved along the fisherman's car park So the new style is about 50 feet to the left of the original which was straight ahead as you drove in from the road.

When looking at the aerial map neither style location or the path itself is near where the path should be anyway. The new style actually ends up putting you closer to where the footpath should be. As the gate to the new fisherman's car park is open the style is blocked.

NL518. There is a new style where the path begins in the car park. I thought when the old style was removed during the bridge crossing work last year they just left a gap. The style looks fairly new, about the same age as the new fencing. From that style to the next rickety one it is nearly impassable. Picture sent to WCC.

The willow trees have been newly fenced in and a new far gate to access them has been installed about 30 feet to the left of the new style for NL518. It is from this gate that most people are getting around the overgrowth and not using either style. After about 50m or so there is still an open path thanks to road opened up by the vehicle traffic from the CA prior ditch work but it will probably be overgrown in another year or so.

There is major work going on in a couple of locations along this path. I only walked up to the first on which is about 401660-246869. BBC Wood Norton is installing a sewage treatment plant and they are laying major pipes from Wood Norton site to the river. The path is blocked at this point by their ditch and an orange temporary fence between the ditch & style with a sign that says "Beware Japanese Knotweed". I spoke to the guys working there and they should have been finished a week ago and they will be filling in the ditch. The fencing with the Knotweed sign was to make sure they didn't spread the Knotweed. The style which is 10 feet beyond the fencing is in rough shape and I did not go past this point.

NL502. I was asked the status of the hedge trimming and I reported that the sides had been done but not the top so I thought the Lengthsman may have done it in conjunction with his strimming. It had actually been done by Councillor J. Middleton

NL533. Winter clearance has been scheduled by CA

8. Lengthsmans Report

None

9. Street Lighting Officers Report

None

10. Finance & Policy Committee Report

None

11. Community & Outreach Committee Report

None

12. New & Ongoing Items

a) Mowing Plan received

b) VAS Update. The Chairman stated that the grant had been received and the Clerk had signed the paperwork to Evesham Town Market Partnership. Three quotes had been received for the VAS signs. Two locations have been proposed in Norton and two in Lenchwick. A request to meet with R. Fullee from the Highways Dept. for approval of the locations which should be in January. Contact will be made with M. Digger at West Mercia Traffic Management to ensure our signage does not conflict with their enforcement requirements. Will schedule a meeting with Harvington to choose the sign, determine a preliminary schedule and discuss the movement of the sign.

c) Committees. The following were agreed,

Planning, A. Hill, J. Middleton and D. Bush

Finance & Policy, A. Hill, K. Leonard and J. Middleton

Highways & Open Spaces, J. Middleton, K. Leonard and J. Fretwell

Community Planning & Outreach, K. Leonard, A. Hill & R. Houghton

d) Bulk Purchase of Fuel Oil Update. The Chairman commended A. Hill and J. Middleton for their hard work and outreach on the prospective oil customers.

- e) Village Green Update. Ongoing
- f) Newsletter. Items were requested for the February Newsletter
- g) Allotments. At a meeting which T Wadley attended he said that he was prepared to lease the allotments he owns as allotments to the Parish Council.
The Chairman indicated that if there were enough people requiring an allotment and a person to “run it”, the Parish Council would consider leasing the ground and facilitate the funding for a committee to set up the project.
- h) Clerk Salary. The Clerk has been with us since April 2010. We should have given him a review and an incremental increase last year. I have consulted the NALC standards for Clerk salary and would like to make the following motion.
- Increase the hourly to £9.75 (nearly 5% or 2.5% per year). Then we have an annual review at the end of each fiscal year with a fixed % increase to the maximum Clerk salary for level 1 (small to medium Village part-time) which is £10.21 at the moment.
 - Office expenses are at £12.75 per month. This is to compensate for the use of computer, electric and broadband. I recommend we increase that to £13.50 per month which is a 5.8% increase. Again to account for the lack of increase last fiscal year.
This motion was unanimously agreed.
 - Holiday Time which is a legal requirement so no motion is required
Holiday time earned based on average working hours of 13 per month. Requirement of 24 days per year. Calculated at $[(156/1924) * 24] 1.92$
2 days are due for 2010-2011 and 2 for 2011-2012
These new pay rates will take effect at the beginning of the new financial year.
- i) Signatories / Bank Details. Clerk will arrange a meeting at the bank to discuss the transfer of funds into one account.

13. Planning

None

14. Finance

Copies of accounts were made available for Councillors

Cheques signed,

M. Smith, Salary + Mileage, £234.50

Smartcut, Grasscutting (October), £259.56

B. Arrowsmith, Lengthsman, £126.50

HMRC, 3rd Quarter Tax, £72.00

15. Date of the next meeting as 1st March 2012

Items for the Agenda must be received 14 days prior to the above date

Meeting Closed at 8.30

Signed.....

Date.....

Notes of the Public Question Time

None