

SOUTH LENCHES PARISH COUNCIL.

Minutes of the Annual Parish Council meeting held on 15th May 2017 at 8.20 pm in Church Lench First School Hall, Church Lench.

Present:	Cllrs. Mr. Shore (Chairman), Mr. Fletcher, Mrs. Fletcher, Mr. Worton, Mrs. Hailwood and Mr. Jackson. In attendance: Mrs. Holland (Clerk).
1/17	Election of Chairman: it was proposed, seconded and resolved that Cllr. Mr. Shore be elected as Chairman for the ensuing year. 'Declaration of Acceptance of Office' duly signed.
2/17	Apologies: Cllr. Mr. Ball (reasons accepted by Council).
3/17	Election of a Vice-Chairman: not elected.
4/17	Declaration of Interests: Nil.
5/17	Written requests from Councillors for the Council to grant a dispensation (S33 of the Localism Act 2011) – nil received.
6/17	Annual business as per Standing Orders: <ol style="list-style-type: none">1. Review of delegation arrangements to the Clerk agreed.2. Review of Terms of the Finance Group and staffing Committee and appoint 3 members (Chairman ex-officio member). (Cllrs. Mr. Fletcher, Mr. Worton and Mr. Jackson).3. Review and adoption of standing orders and financial regulations agreed.4. Review of inventory of assets and risk assessment agreed. Cllr. Mr. Shore to inspect assets and to report to Council quarterly.5. Insurance cover for 2017-18 confirmed. Resolved to approve the payment of £339.89 (3rd year of agreement).6. Resolved to pay the annual subscription to Worcestershire CALC of £408.62.7. Review of the council's complaints procedure agreed. Next review at next election unless alterations required.8. Review of appointments/representation to external bodies:<ol style="list-style-type: none">a) Wychavon CALC representative x 1. Cllr. Mr. Shore.b) Inspect and record findings on the playground weekly. Cllr. Mr. Shore.
7/17	No reports received from County, District Cllrs. and Police.
Public Question time: Nil.	
8/17	Minutes: resolved that the minutes of the Full Parish Council meeting held on 06.03.17 were an accurate record, duly signed by the Chairman.
9/17	Clerk's report: <p><u>Parish Lengthsman</u> – contract signed on behalf of the Parish Council and Worcestershire County Council. Budget remains unchanged.</p> <p><u>New Homes Bonus</u> – currently available £5530.</p> <p><u>Low Road</u> - data boxes will be situated along Low Road. There are a limited number of boxes and a large number of requests so data will be collected as soon as able.</p> <p><u>CALC Training programme</u> - circulated to members.</p>
10/17	South Lenches Parish matters for discussion/decision.

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10.1	Letter received in regard to speeding traffic along Low Road, Church Lench duly noted. Waiting on traffic speed analysis.
10.2	<u>Wychavon Sport</u> : invitation to join Games duly noted.
10.3	<u>Parking Croft junction</u> : it was agreed to contact the Police regarding the issue of parking at the junction of The Croft with Main Street.
10.4	<u>Communications</u> : it was agreed that although information is placed on two websites it perhaps is not reaching the wider community. It was agreed that after each meeting a bullet point summary would be placed in the Arch Messenger.
10.5	<u>Parish Council website</u> : it was agreed to continue with the website provided by Worcestershire County Council following the announcement that the County Council are reviewing the service and seeing how they can further improve it with the help of the latest technology. Cllr. Mrs. Fletcher left the meeting.
10.6	<u>Annual Play Inspection</u> : report duly noted. Chairman to monitor areas highlighted and to look into the possibility of arranging for the slide to be re-positioned due to its position in the summer.

11/17	Planning Matters.
11.1	Planning process/feedback following applications that have been presented to the Planning Authority: a) W/16/02977/PP + W/16/02978/LB - Old Post House, Evesham Road, Church Lench. Permission granted with 8 conditions/reasons. b) W/16/02905/PP - Lower Barn Farm House, Abbots Lench. Permission granted with 4 conditions/reasons.
11.2	Planning applications dealt with by delegation noted: a) 17/00139/LB The Smithy, Sheriffs Lench. Proposal: Internal alterations. (No comment Jen F/MW/MS). b) 17/00659/HP - Highfields, Atch Lench. Proposal: First floor extension and alterations to an existing dwelling. (No comment). c) 17/00299/HP - Cherry Tree House, Evesham Road, Church Lench. Proposal: Single storey side extension between main house and garage/swimming pool. (No comment RB/JF/MS).

12.	Financial matters.
12.1	Resolved to approve accounts year ending 31.03.17.
12.2	Resolved to transfer funds from under spend of £8986 2016 – 17 to: <ul style="list-style-type: none"> • £986 remains in account. • £1000 to contingency in current budget. • £6500 to ear marked reserves. • £500 to general reserves.
12.3	Resolved to authorise payments as listed on 'Schedule of Payments'.
12.4	Internal Auditor report duly noted, no actions required.
12.5	Resolved to approve documents for the External Auditor duly signed by the Chairman: a) Annual Governance Statement. b) Statement of Accounts.

13.	Cllrs. report and items for future agendas: Nil.
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Meeting closed at 9.15 pm. Signed by Chairman: Mel Shore. Dated: 3rd July 2017.

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Items of correspondence circulated to members.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Weekly Neighbourhood Watch reports.

Appendix 1 Minute No: 12.3

Payments authorised for payment to 15th May 2017.

V: No:	Chq. No.	Reason	Income	VAT	TOTAL
P17-1	987	Administration + Salary		N/A	336.37
P17-2	989	Lengthsman.		N/A	425.00
P17-3	990	Church Lench Village Hall Hire		N/A	12.50
P17-4	991	Cancelled cheque		N/A	0.00
P17-5	992	Wychavon District Council – Litter Bin purchase		140.10	905.23
P17-6	993	Avon Planning Services		N/A	120.00
P17-7	994	RoSPA		13.30	79.80
P17-8	995	Limebridge Rural Services Ltd		574.60	3447.60
P17-9	996	WRCC		N/A	667.32
P17-10	997	Internal Auditor.		N/A	80.00
P17-11	998	Locum Clerk.		N/A	84.00
P17-12	999	Maintenance play and pool area		N/A	155.00
P17-13	1000	Zurich Municipal		N/A	339.89
P17-14	1001	Worcestershire CALC		61.54	408.62
				789.54	7073.83