

Annual Meeting of Cropthorne Parish Council held on Monday 11th May 2009 in the Village School 7:30pm.

1. ELECTION OF CHAIR

V/chair Annis opened the meeting following the resignation of Chair Whittington which has been registered with WDC and the election process of a replacement councillor is now underway. Following the reluctance of any councillor to stand for the position of Chair, Cllr Hughes proposed, seconded by V/chair Annis, and the meeting agreed that all councillors should stand and Chair be selected by popular vote for one year only. Following a private ballot Cllr Hughes was elected as Chair and he requested that the total voting be made public. Five votes were for Cllr Hughes and one vote was for Cllr Meikle.

2. RECEIVE CHAIR'S ACCEPTANCE OF OFFICE

Cllr Hughes accepted his election as Chair but wished it to be minuted that it was on the understanding that it was for 2009/10 only and no longer.

3. APOLOGIES

Present were	V/chair Annis	WDC Cllr T McDonald
	Cllr T Meikle	WCC Cllr E Eyre
	Cllr M West	
	Cllr J Meredith	Parishioner 0
	Cllr J King	
	Cllr A Hughes	Clerk R J Coles

4. ELECTION OF VICE CHAIR, PLANNING COMMITTEE, FINANCE GROUP, RESPONSIBLE FINANCE OFFICER, INTERNAL AUDITOR AND VILLAGE HALL REPRESENTATIVES.

Cllr West proposed, seconded by Cllr King that V/chair Annis stay as V/chair. Chair Hughes proposed, seconded by Cllr Meredith that Cllr Meikle be considered for V/chair. The Parish Council then voted that V/chair Annis remain as V/chair for 2009/10.

It was agreed that the Planning Committee would stay as the full membership of the Parish Council.

It was agreed that the current Finance Group of Cllrs Hughes, Meikle and Meredith with Chair available if necessary would be changed to V/chair Annis, Cllr Meikle and Cllr Meredith with Chair still being available if necessary. (i.e. V/chair Annis replaces newly elected Chair Hughes)

It was agreed that the RFO position would remain with the Clerk as before.

It was agreed that Mr John R Welch of Orchard Rise, Main St would continue as internal auditor through to the end of 2009/10 financial cycle at least.

After discussions Chair Hughes proposed, seconded by V/chair Annis, and the meeting agreed that Cllr Meikle would act as a Parish Council representative on the village hall committee.

5. DECLARATIONS OF INTEREST

Cllr Meredith – Personal interest in any planning applications for Southern Court.
Cllr King – Personal and prejudicial interest as Chair of Village Hall Committee.

6. CONSIDER GRANTS AND RESERVES

Grants budgeted for 2009/10 includes £750 for Sheppey mowing and £900 for playground actual expenditures.

The Council's balances and reserves at the end of 2008/09 were: -

Long Term Reserves	£ 500	10% of precept/regular spend
	£1000	one election
	£3500	legal ability to act quickly – total £5000
Commitments	£3500	Village Hall refurbishment
	£1000	Church Wall
	£ 310	2 off dog bins
	£1050	Flood grants to pass on
	£ 473	Comm 1 st /Pplan

Leaving free balances of £5097.66 with a precept of £475 for 2009/10.

It was proposed by Chair Hughes, seconded by V/chair Annis, and agreed by the meeting that the above balances and reserves were confirmed and accepted by the Parish Council.

7. CONSIDER RENEWAL OF INSURANCE FROM 01.06.09 AND AUTHORISE PAYMENT.

It was proposed by Chair Hughes, seconded by Cllr Meikle, and agreed by the meeting that as insurance now accounted for 10% of the Parish Council's budgeted spend it be reviewed with a target of £300-350 being more acceptable, obtaining additional quotes if possible as well. On detailed discussion the Clerk was asked to consider self insurance on two benches at Holland House/Village Triangle, provided no issues with public liability, deleting wooden fencing as covered by village hall (Cllr King), increasing dog bins to 4 (after recent addition of two new ones at Middle Lane/Field Barn Lane and Sheppey), deleting play equipment as covered by village hall (Cllr King) and removal of all mowers and machinery if used and acceptable with the parish lengthsman.

8. APPROVAL OF MINUTES

Cllr West proposed, seconded by Cllr Meredith, and agreed by the meeting that the minutes for the meeting of 2nd March 2009 be accepted and signed by Chair.

9. FLOODING – JULY 2007 - AFTERMATH

- a) WDC grants of £1,050 were carried forward.
- b) The latest Cropthorne Flood Plans from WDC are being circulated around the councillors.
- c) Cllr Meikle via the Clerk has registered a potential project for WDC to consider as part of their £5000/parish additional real work schemes.

10. POLICING

The Clerk was asked to invite PC Toms to a forthcoming meeting. The issue of lorries breaching the 7.5 tonne restriction was raised with work from WCC having been completed with Sat Nav suppliers. A reporting system for breaches is expected soon.

11. CHARITIES – nothing reported.

The meeting continued, as no parishioners were present.

12. MATTERS ARISING

- a) Clerk's Contract – V/chair Annis was tasked to complete this issue in conjunction with the Finance Group.

13. AFFORDABLE HOUSING

The Clerk was asked to contact WDC regarding status of additional comments to those made by planning on the sites identified. All were asked by WDC Cllr McDonald to note the importance of the meeting of WDC Fladbury Ward councillors with WDC Planning on Tuesday 19th May 2009 at their offices at 6:30pm concerning SWJCS and potential

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future housing plans. V/chair Annis agreed to feedback to those unable to attend. WCC Cllr Eyre highlighted her recent findings regarding 'developer/landowner panels working on SHLAA documents indicating potential development sites in partnership with Districts Councils'. This caused concerns particularly with regards to District Council independent position in such matters, being the planning authority arbitrator. WDC Cllr McDonald said he would find out what is happening and report back.

14. **LENGTHSMAN** – no update available due two monthly cycle.

15. **COUNTY COUNCILLOR'S / DISTRICT COUNCILLOR'S REPORTS**

It was agreed that the Clerk would move this item forward in the agenda.

WCC Cllr Eyre noted a report from the WCC surveyor apologising for the state of the county roads, bridges and highways she had recently seen. It was dated 1890 so not much seems to have changed in a 119 years. However on a brighter note WCC have earmarked £3 million for footway improvements which would be targeted at category 3 (less urban) and category 4 (busy rural) footways. A list of all footways under category 4 & 5 will be drawn up by parish with Parish Council input on which category they should fall under. Swine flu planning monitoring and future planning is underway.

WDC Cllr McDonald also updated on the Swine Flu position at WDC with future planning underway. He reiterated the importance of the WDC SWJCS meeting on the 19th and the importance of asking the right questions which the Clerk will circulate to all councillors. He reported it is likely that enforcement notices may be issued on the Main Rd temporary travellers site concerning over development.

16. **PARISH PLAN**

It was agreed to carry forward this item to the next meeting where the Parish Council would consider the action list together with councillor responsibilities.

17. **PLANNING**

- a) **W/09/00083/LB & W/09/00073/PP – Mr M Robinson, Brook Farm Cottage, Brook Lane Reconstruction of existing roof structure, leaning timber frame rear wall and first floor structure.** – A no objection response had been filed and approval has been granted.
- b) **W/09/00849/PP** – Mr Carver, Silver Rill House, Overbury, Tewkesbury for Southern Court, Main St – Provide two car garage extension and a detached two car garage - WDC reply required within 21 days from 30/04/09 (i.e. 21/05/09)

The Clerk was asked to contact enforcement with regards to a potential issue over a development.

18. **FINANCE/PRECEPTING**

- a) Cllr King proposed, seconded by V/chair Annis, and the meeting agreed to approve the Bank/Balance Schedules for 31/03/09 & 11/05/09, with the exception of the insurance requote issue (see above) for Chair to sign.

- b) Payments approved from above

			£
500	1	Allianz Insurance	withdrawn
501	2	CALC sub	212.43
502	3	Clerk Sal,bpay,all,exp	169.12

19. **CORRESPONDENCE**

7th March 2009

- 1 Clerk Letter to Village Hall re finances
- 2 WDC Cllr McD Report for meeting 02/02/09
- 3 Rural Services Network information

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4	Comm First	Newsline Feb 09
5	WDC	Printing/Copying services
6	Whub	Potholes – general
7	SWJCS	Consultation
8	WDC	Area forums 26/03/09
9	Worc Telecare	Connect winter 08/09
10	Conservatives	Wind farm
11	Wsport	Minutes 27/01/09
12	WDC Cllr McD	Round-up Mar 09
13	CALC	Meeting 04/03/09
14	WDC	Coaching
15	WCC	Satellite Navigation Issue
16	Standards	Town & Parish Feb 09
17	Clerks & Councils	Direct Mar 09
18	WCC Cllr Eyre	WCC budget
19	WDC	Flood Alleviation Support Grant Scheme (re Cllr Meikle)

17th April 2009

1	WMPA	Police Service 2009 and beyond
2	Norwich Union	Insurance marketing
3	Worcs LSP	Partnership newsletter winter 2009
4	CPRE	Fieldwork March 2009
5	CPRE	Countryside Voice Spring 2009
6	CPRE	Houses & Gardens 2009
7	WDC	July 2007 Floods – see separate pack!!
8	WDC	Wychavon Sport/Parish Games
9	WDC	Game On – sports development newsletter
10	WDC	Artworks
11	SWJCS	Housing land search request
12	WDC	Land Drainage Act 1991 – FBL (caravan/stables opp side)
13	WDC	Land Drainage Act 1991 – FBL (middle lane/caravan opp side)
14	WCC	Bus Bulletin Apr/May 09
15	WDC Cllr McD	Annual Parish meeting report 6/4/9
16	Comm 1 st	Newsline Apr 09
17	Police	Policing matters group meeting 22/4/9
18	MP Luff	EDF energy's green funding
19	Vhall	Minutes 09/03/09

Plus any other information only received after 30th April 2009.

20. ITEMS FOR INFORMATION / DISCUSSION

- a) A dog bin request for Brook Lane has been received, however due to budget cuts at WDC, they are taking no more orders under their existing contract.
- b) After extensive discussions it was agreed that Cllr Meredith would approach Chris Hall to consider putting forward a strategy for developing the locally owned village website, ideally including all village organisations, which is to be sponsored by the Parish Council as previously agreed. There were mixed feelings over whether commercial options for advertisers could be accommodated, as per 5 Alive. Cllr Meredith would then meet with the Finance Group to put a full proposal before the Parish Council.
- c) It was reported that someone had been informed by EoN contractors that substantial work was needed to replace a substation near Main St/Brook Lane which would take a couple of days. Precise power arrangements against any prolonged electrical disruption were not detailed.

21. DATE OF NEXT MEETING

The next Meeting of Cropthorne Parish Council is on Monday 1st June 2009 7:30pm at the Village School. Any items for inclusion on the agenda and proposed corrections to the minutes must be with the Clerk by Sunday 24th May 2009.

Chair closed the meeting at 09:10pm.

Signed(Chair)

Date