

**At a Meeting of Whittington Parish Council held at Whittington Village Hall on Tuesday 8<sup>th</sup> November 2011, at 19.30 Hrs.**

C.A. Smith signed his Declaration of Acceptance of Office prior to the commencement of the meeting.

**Democratic Period/ Question Time:** One Member of the Public was present and spoke regarding his reservations that the alterations at the “Swan Roundabout” would result in any improvement for the residents of the core of the village. Most members concurred and the Chairman reported that he had submitted a response to the County Council voicing the Council’s concerns. Whilst the requested provision of box junction “hatching” on the roundabout would help, the general opinion seemed to be that the situation would be best resolved with traffic lights.

**2011.120 Attendance.**

Present: S.L. Brooker, M. Hallmark, S. MacLeod, C.A. Smith.  
In Attendance: P.S. Roe, Clerk; District & County Councillor R.C. Adams.  
Apologies: R. Grant, A. Lodge, P.J. Wood.

**2011.121 Declarations of Interest and Ethical Matters.**

- a. There were no declarations of Personal (non prejudicial) Interests in items on this Agenda.
- b. There were no declarations of Personal Prejudicial Interests in items on this Agenda. The Chairman queried the Clerk’s noted advice that Councillors with prejudicial interests must leave the room for the relevant items, and was advised that this was a legal requirement.
- c. Ethical Matters. Members were reminded of their personal responsibility to keep their Register of Interest entries up to date.

**2011.122 Minutes of Previous Meetings of the Council.**

Minutes of the meeting of the Council held on 25<sup>th</sup> October 2011, having been previously distributed were taken as read, and adopted (SM/SLB) without amendment.

**2011.123 Planning.**

a. New and Unresolved Planning Applications:

**Application Number:** W/11/02349/OU

**Applicant:** Antringham Developments Ltd

**Location:** Land off, Walkers Lane, Whittington

**Proposal:** Outline application for the erection of 17 houses, new access, Parking, Amenity Areas and Associated Works

**WPC Response:** Members recalled the earlier (refused) application (W/11/01232/OU) and noted that the road/drive debouching on to Walkers Lane near Whittington Road ( a feature of comment previously) remained, though it now served fewer dwellings. Members considered the proposed development acceptable, although an opinion was expressed that the site was being overdeveloped.

b. Previous consultations: None.

c. Planning Decisions: The following planning decisions had been notified to the Council.

W/11/01232/OU: Land off, Walkers Lane, Whittington: Outline application for the erection of 17 houses, new access, Parking, Amenity Areas and Associated Works: Antringham Developments Ltd. Refused  
W/11/01236/OU; Land off, Walkers Lane, Whittington: Outline Planning application for the erection of an 80 bedroom care home and 4 houses, new access, Parking, Amenity Areas and Associated Works: Antringham Developments Ltd. Refused

W/11/01362/PP: Holly Tree House, Walkers Lane, Whittington, Worcs. WR5 2RE: Extension & remodelling of detached dwelling to create additional reception rooms and additional en suite bathroom; Mr & Mrs S. Matthews. Approved STC (time, materials, water management, detail of balcony panels to be approved).

d. Other Planning Consultations: None

e. Other Planning Matters:

**Whittington Village Hall.** Members were advised of developments in connection with the replacement of the Village Hall and of an approach to the Council to submit the application to take advantage of the reduced cost to them. The background to the request was explained by the Chairman with (invited) comment from the Chairman of the Village Hall Management Committee (VHMC). A bat survey would also be required. Members considered the request and agreed (SLB/MH) to make the application thus reducing the cost to £837.50, which the Parish Council would have to pay. It was also agreed (SLB/MH) that power be delegated to the Clerk to commission the bat survey at a maximum cost of £462 inclusive of VAT if the VHMC requested it, although - as time was of the essence - it would be difficult to comply with competitive tendering requirements.

**Development in Whittington Nr. Spetchley Road.** Following WDC’s approval of Planning Application W/11/01213/CU- 128 Spetchley Road (security car park) the Clerk had received comment from a Mr Tranter, details of which, and of his reply, had been supplied to Councillors. Members noted the correspondence and sought clarification of why the Planning Authority had approved the development in the face of WPC objection. The Clerk was to look into this.

**Ufnells Farm Development:** In the correspondence referred to above it had been noted that the application had been or was soon to be submitted.

**2011.124 Progress Reports/Updates on Matters Previously Resolved.**

- a. Worcestershire Agreement: It was reported that the overarching agreement had been signed by CALC & WCC representatives at the Parish Conference last month. The Clerk had investigated what commitment this placed on CALC member Councils and had been advised that they would be asked to indicate which, if any, aspects of the Agreement they were willing to subscribe. It was expected that the matter would be tabled on the agenda of the January meeting.
- b. Other Matters: None

**2011.125 Finance.**

The Clerk reported as follows: -

- a. Receipts: since the last meeting: WCC re. Lengthsman - £138.60; HSBC Interest 22p.
- b. Payments: The Clerk submitted a list of payments, invoices and requests for payment totalling £1012.41 including the budgeted (£150) contribution to WDCC for maintenance of the Churchyard. Payment was approved (SLB/SM) unanimously. Repayment of part (£200) of the cost of bulb purchase (joint with Hallow PC) had been sought.
- c. Proposals for Expenditure. To consider proposals for expenditure.
  - i) Budgeted expenditure: The Clerk reported proposed expenditures of £15.00 (training - 2 Clerks' Gatherings) and (previously agreed) £150 re Churchyard Maintenance Contribution, and £837.50 re WVH Planning Application (from reserves). Expenditures were approved (SLB/SM)
  - ii) Other expenditure: A request had been received for funding assistance from Severn Area Rescue Association. No proposal for a payment was forthcoming.
- d. Quarterly Accounts Report: Most Members had been sent the report to 30/09/2011 by e-mail on 6/10/2011 (C.A. Smith had been sent it later following his co-option). After review it was approved (SLB/CAS) by the Council without query or comment.
- e. Payment of Clerk's Salary: Members approved (SLB/SM) revision of the standing order mandate for payment of the Clerk's salary, to reflect the increase agreed by the Staffing Committee in respect of additional hours.
- f. Virement of Election Reserve provision in 2011-2012 Budget: In the light of there having not been an election, Members agreed (SLB/CAS) to vire the additional reserve funding to current thus allowing the £250 to be returned to the community in the 2012-2013 budgeting process.
- g. "Renewal" or replacement of Fixed Term Deposit Bond: the clerk reported a time limited "offer" from National Westminster Bank plc of a preferential deposit account interest rate. It was not clear if this was accessible as the funds were tied up with HSBC until 26<sup>th</sup> November. Members agreed that the Clerk should endeavour to take advantage of the offer, and failing that, look at alternatives to the present arrangement.

**2011.126 Highways & Byways.**

**a. Highways Matters:**

General:

A response from WCC to some of the points arising from the meeting on 13/09/2011 had been received by the Clerk that morning. This addressed only three matters and these with little positivity.

It was agreed that the Clerk seek response and action in respect of the points which had not been addressed.

M5 Noise: None.

Maintenance:

Works for the Lengthsman: None

Previous Matters: None

New Matters: None

Traffic Management:

Previous Matters: None

New Matters:

St. Peters P.C. had approached Councillor Adams asking that WPC and Norton PC contribute £4000 each to a new pedestrian crossing on St. Peters Drive near Farne Avenue. The Chairman, with Members' agreement, invited Councillor Adams to participate in discussion. Members were aware of a recent road death in this area of St. Peters Parish, but did not immediately see it as a matter for Whittington. The Clerk was asked to contact his counterpart at St. Peters to ascertain the rationale cost, and funding already available for the Council to consider at its next (January) meeting.

DFS: A request (conveyed by R.C. Adams) was received from Stoulton P.C. for it to use the W.P.C. DFS on a trial basis in Stoulton. Members were minded to grant the request and delegated the matter to the Clerk with a view to establishing arrangements and rental. R.C. Adams was to arrange for a representative of Stoulton P.C. to contact the Clerk.

**b. Byways Matters:**

General: }

Bridleways: } None

Footpaths: }

### **2011.127 Training.**

The Clerk reported 2 Clerks' Gatherings which he wished to attend as follows:

17<sup>th</sup> November: Localism & changes to Pension system.

13<sup>th</sup> December: Insurance. (Potential WPC meeting date)

(Members had already approved the cost see above)

Wychavon DC expected to be providing "Planning" training to members of Norton Juxta Kempsey P.C. (probably in week commencing 23<sup>rd</sup> January 2012) and had extended an invitation to nearby Parishes - including Whittington - to participate. None of those present expressed a wish to attend.

CALC were offering three Training sessions as follows:-

5th December Chairmanship.

14th December Being a Better Councillor 1 – roles and responsibilities, law and procedure, behaviour, code of conduct, effective meetings.

23rd January Being a Better Councillor 2 – financial management, planning, community engagement.

None of those present wished to attend.

S. MacLeod suggested that more "in house" training might be worthwhile and asked the Clerk to look into this.

### **2011.128 DFS Results.**

The Clerk sought guidance as to how the Council wished the information collected using the DFS to be presented and used. He was asked to use the information to justify a request to West Mercia Police for speed enforcement action.

### **2011.129 Amendment of Standing Orders and Financial Regulations.**

The Clerk explained why he felt the Council should review and amend its existing provisions. Members were reluctant to engage in the process seeing it as a low priority in the light of other aspects of Council business. In response to a suggestion that it be shelved the Clerk urged the Council to reconsider, and eventually it was agreed that a small working group be appointed to review with the Clerk the current documents and alternatives and to bring recommendations back to the Council. The group would comprise S.L. Brooker, C.A. Smith, and if willing R. Grant. The Clerk was to provide a copy of the new NALC Model S.O.'s to all, and to suggest alternative dates for meetings.

At this point the Chairman - with Members' agreement - took item 2012.133 to allow Councillor Adams to retire if he wished. His report is minuted in numerical sequence.

### **2011.130 Estimates & Budget 2012-2013.**

For the benefit of members the Clerk/RFO reminded Members of the budgeting process. Members reviewed the draft estimates sent 1/11/2011 and suggested amendments to reduce the levels of expenditure in the financial climate with a view to minimising any increase in the precept.

A copy of the draft and agreed estimates is appended to these minutes. The Clerk/RFO was to compile a budget based on the agreed figures, it being the Council's hope to keep any increase in precept approximately in line with inflation.

### **2011.131 Parish/Neighbourhood Plan.**

The Chairman explained his proposal for a Public meeting and reported that proposals for this in early December had proven impossible to arrange.

Members agreed that a meeting was the next stage and sought that this be arranged for late January 2012. The Clerk anticipated that the Village Hall would be available on either 24<sup>th</sup> or 31<sup>st</sup> January and was to set the wheels in motion. Use of the school hall remained an option.

### **2011.132 Parish Magazine/Parish Council Newsletter.**

Members noted the current situation, with regard to the Parish Magazine and the advices received from S. MacLeod as to the previous history of a Parish Council Newsletter. It appeared that the current arrangement re the Parish Magazine was unlikely to change and that it had a low circulation in any case. There was doubt as to the viability of a hard copy Parish Council newsletter, and it was suggested that an electronic (e-mailable and website based) version might be better received and more easily distributed.

It was agreed that potential recipients should be canvassed in the flyer which would be produced to publicise the meeting referred to in the last item.

C.A. Smith was to speak with the Head Teacher at Whittington School who already used electronic communication extensively.

### **2011.133 District and County Councillors' Report – For Information.**

County and District Councillor Adams reported further in relation to the proposed Pedestrian Crossing on St. Peters Drive, and the use by Stoulton of WPC's DFS, (see 2011.126 above).

He encouraged response to the extended consultation by WCC on its proposals for Broadband throughout the County as WCC needed to demonstrate the need for improvement and support for its proposals.

In the absence of a police representative he took the opportunity to mention the new "101" number for non emergency telephone calls to the police.

The Chairman sought Councillor Adams' advice as to whether County & District Councillors were subject to the same requirement as Parish Councillors to leave the room when items in which they had a prejudicial interest were being discussed. Councillor Adams advised that they were.

**2011.134 Police Report - For Information.**

No representative of West Mercia Police was present. The Clerk had listed reports of crimes supplied to him in the agenda and briefing papers for the meeting and he verbally reported two incidents advised subsequently.

**2011.135 Reports by Councillors, and Items for Future Agendas.**

- a. Reports of Committees and Working Groups and of Councillors representing the Council on outside bodies.  
The Chairman reported on attendance at the Pershore Area Forum at which M. Middleton had reviewed Parish related implications of the Localism Bill in a lucid and understandable manner.
- b. Reports of Councillors on other matters. None
- c. The following items were to be included on a future agenda.

Budget 2012-2013 January 2012	Standing Orders & Financial Regulations
Neighbourhood/Parish Plan	Worcestershire Agreement

**2011.136 Inclusion of items in the Parish Magazine.**

Items to be put forward this month included new (101) police number, police news, and the date for the public meeting at the end of January 2012.

**2011.137 Correspondence.**

A note of correspondence received had been previously sent out to Members under the "Clerk's Digests". The following were specifically mentioned.

Request(s) from Volunteer Centre Pershore for support for Social Car Scheme: it was generally felt that Whittington residents were more oriented towards Worcester in this connection but nonetheless the Council supported the Volunteer Centre's initiative and instructed the Clerk to respond accordingly.

Wychavon Youth Bus: The Chairman was familiar with this and thought it might be something that would be appropriate for Whittington. The Clerk was to seek further information to enable a decision at the next meeting.

**2011.138 Date of Next Meeting.**

The date of the next Ordinary Meeting of the Council would be Tuesday 10<sup>th</sup> January 2012, at Whittington Village Hall.

**The Meeting closed at 22:32 hrs**