

At a Meeting of Whittington Parish Council held on Tuesday 12th March 2013, at Whittington Village Hall at 19:30 Hrs.

Democratic Period/ Question Time:

In response to a question regarding provision of on-site parking at the two cottages owned by Berkeley Estates on Old Road (next to the Old Post Office) nothing had been heard from Berkeley Estates.

The poor state of the verges adjacent to the Swan Access Road was reported. The Clerk would be asked to write to the Highway Authority

Members were advised that May Tanner's farmyard was up for sale. The land extended from Church Lane across to the motorway

2013.37 Attendance.

Present: M. Baker, S.L. Brooker, J.E. Chamberlain, S. MacLeod, P.J. Wood.

In Attendance: District & County Councillor R.C. Adams, Adrian Symonds (West Mercia Police NW Co-ordinator)

pcso Ben Allchurch.

Apologies: P.S. Roe, Clerk; attending training - hopes to arrive later.

Absent: C. Smith

2013.38 Declarations of Interest, Dispensations, and Ethical Matters.

- a. There were no declarations of Disclosable Pecuniary Interests in items on this Agenda.
- b. There were no declarations of Other Disclosable Interests in items on this Agenda.
- c. No new dispensations were sought.
- d. Ethical Matters. None

2013.39 Minutes of Previous Meetings of the Council.

Minutes of the meeting of the Council held on 26th February 2013 having been previously distributed were taken as read, and adopted (MB/SM) without amendment.

2013.40 Co-option of Members to fill vacancies on the Council.

A.J. Guy had submitted an application to be a candidate for co-option; this had been copied to Members. Members considered the application and, being nominated by M. Baker, seconded by S. MacLeod he was co-opted by a majority vote.

In the absence of the Clerk it was agreed that he sign a Declaration of Acceptance of Office prior to the next meeting of the Council at a time mutually agreeable to himself and the Clerk. (This was done later after the arrival of the Clerk.)

At this point, following the arrival of A. Symonds, the Chairman proposed that item 2013.47 be taken which was agreed without demur. The item is reported in numerical sequence.

2013.41 Planning.

- a. New and Unresolved Planning Applications:
Application Number: W/13/00268/PP
Proposal: Single Storey rear extension
Location: Vale House, Old Road, Whittington
Applicant: J. Deeley
Remarks: Members had no observations or objections to the proposal.
- b. Previous consultations. None.
- c. Planning Decisions: None.
- d. Other Planning Consultations: None.
- e. Other Planning Matters: None.

2013.42 Progress Reports/Updates on Matters Previously Resolved.

None.

2013.43 Finance.

The Clerk had reported as follows: -

- a Receipts: since the last meeting: WCC re. Lengthsman - £323.40 re November & December, 2012; HSBC Interest 19p
- b Payments: a list of invoices and requests for payment totalling £377 was submitted, and following the Clerk's later arrival and response to a query about his continuing with training, payment was approved . (MB/SM)
- c Proposals for Expenditure. None
- d Other Finance Matters:
Banking Arrangements: Payments/Cheque Signatories.
 - a. Addition of M. Baker to the list of cheque signatories.
 - b. Use of electronic payment arrangements when these are authorised.

Members agreed to both of these items in principle the Clerk to take appropriate action and to advise further regarding item b. when the legislation was enacted.

The Clerk had advised that the VAT reclaim for 1/4/2012 to 28/2/2013 had been sent off (£226.10).

2013.44 Highways & Byways.

a. Highways Matters:

General:

Meeting with Jon Frazer & Roy Fullee No response by 8/1 as promised, nor during following week (14/1 - 19/1 as JF promised (RF away) this may be due to the "extra" workload of the snowy weather!

There had still been no response and the Clerk was instructed (MB/PJW) to write strongly to the Chief executive of the County Council outlining the Council's dissatisfaction, concern and disappointment

Swan Roundabout Improvements: See above.

M5 Noise: Nothing reported.

Maintenance:

Works for the Lengthsman: It was suggested that he be asked to take remedial action regarding the damaged verges alongside the Swan Access Road, but after consideration this was to be deferred until "Keep of the Grass" signs could be installed simultaneously.

Previous Matters:

B 4084/M5 Motorway J7 roundabout: Maintenance of footway NE corner - See "General" above.

Old Road: Overgrown Hedges opposite the Swan. It had been reported that these were to be cut back. It now appeared that they had not. The Clerk was to remind WCC

Walkers Lane: Overgrown hedges along lane. Now cut back.

Walkers Lane: Damage reported to verges by parishioner to Chairman. Clerk wrote to firm involved - there had been no response but thanks were received from complainant.

New Matters:

Comment was made about the amount of litter on the main roads and the Clerk was asked to approach the District Council for action

Traffic Management:

Previous Matters:

Nothing further had been heard from WCC (Jon Fraser/Roy Fullee) following meeting 6/11/2012. See "General" above.

M5 Motorway J7 roundabout: Speed limit to be reduced - en route being processed by WCC.

Pedestrian/cycle route over island- consultation initiated by WCC

Village Gatings: It was reported that these were now in position. WCC had requested that the PC provide planters. Members considered the suggestion but felt that ground planting would be more suitable. The Clerk was to inform The Highway Authority.

Speed enforcement B4084. The requirement had been noted via PACT and improved monitoring/enforcement sought by the PCSO Ben Allchurch

Speed Enforcement Crookbarrow Way & Whittington Road dual carriageways. This related to WPC's request to be allowed to position the DFS on these stretches of road. See "General" above.

Yellow box junction markings at Swan Roundabout - no response from WCC- see "General" above

Enforcement of Access Only Order: This was raised with pcso Ben Allchurch who was already very active in support of the Council on this front under item 2013.47 q.v. The Chairman reiterated the limitations of a pcso's mandate and that the police had expressed the view that Whittington should "self police" as neither the police nor the County Council were supportive of the enforcement of the Access Only Order. He explained again the rules relating to the Order, which SM was to include the WPC entry in the Parish Magazine. It was suggested that a new and restricted "Parking Permit" for residents might help. (It had been suggested in the past that the existing one had been too widely distributed, to the point of becoming irrelevant.)

Swinesherd Way Roundabout - further collision on 10 or 11/1/2013 reported by L.R. Wiltshire, e-mail 11/1/2013.

Advertisements on Roundabouts & elsewhere in Whittington WDC Enforcement Officer: Jane Phelps was dealing with some items; others had been referred to the Highway Authority.

New Matters:

None

DFS: Latest report would be in the next Circulation File.

b. Byways Matters:

General: None.

Bridleways: None.

Footpaths: A. J. Guy reported several problems, on FPs 501, 503,504, 528. The Clerk undertook to report these.

2013.45 Training.

Details of training offered by CALC had been sent to Members.

In view of the Clerk's pending retirement he asked if anyone else wished to take up the opportunity for training offered by the "Special Event" with NALC advisor present to provide a Councillors' and Clerks' Briefing: "Financial Responsibilities" on Tuesday 19th March. The Chairman expressed interest but was to advise as to his availability.

2013.46 Neighbourhood Plan & Whittington Parish Neighbourhood Development Forum

Members considered the content of the Draft Minutes of the meeting of the Whittington Parish Neighbourhood Development Forum (WPNDF) held on 18th February and noted subsequent developments advised by the Clerk/Chairman. Concern was expressed that the WPNDF included a developer and that this might undermine the authority of the Neighbourhood Plan. That view was not unanimous but could be raised at the meeting on 18th March. All Councillors expressed interest in being involved with the Parish Plan, but after much debate it was decided that 4 Councillors should seek appointment to 3 places as Members of the WPNDF and one as its Chairman. The nominations to the WPNDF were M. Baker, S. Brooker, A.J. Guy and P.J. Wood.

Members were advised that the Clerk's Neighbourhood Plan dedicated hours since 1/4/2012 = 38.42 (£391.77) to be claimed (with any other future time) in a final settlement account prior to his retirement.

A Neighbourhood Planning Workshop was to be held by MHDC in Malvern on 21st March at 18:30 hrs. this would be open to Councillors and Members of the WPNDF if interested.

2013.47 Neighbourhood Watch in Whittington.

The Chairman introduced A. Symonds the West Mercia Police Neighbourhood Watch Co-ordinator, and suspended the formal meeting to allow his and public participation.

He went on to list the benefits as he saw them, helping the elderly, reporting to the police, and engendering good neighbourliness.

Mr. Symonds described the role of Neighbourhood Watch (NW) referring to crime alerts, intelligence gathering, a forum for good practice reminders, and evidence that the existence of NW in an area impacts on crime reduction. A NW group would be independent organisation with a central forum comprising members of the local communities, and would have access to the "Smart Water" scheme operated by the police.

In urban areas the size of the scheme would depend on the Co-ordinator, but in a Parish the Parish Council can provide direct contact via its notice boards, and e-mail network.

To set up a scheme in Whittington Mr Symonds suggested that the Parish Council find a centrally located volunteer; register with the police website, (it would become a member of the Evesham & Pershore NW Association); and establish street schemes.

A number of questions were raised the outcome of which was:-

- Some people were to be included on pcso Ben Allchurch's e-mail distribution list, and that relevant contact details would be exchanged.
- Twitter had been found not to be very productive.
- It would be appropriate to send the crime reports to those WPC contacts on its "include me" distribution list.
- It would greatly assist if people could be encouraged to use the "101" non-emergency police number when telephoning. WPC could assist in this by notices & items in the Parish Magazine

Pcso Ben Allchurch went on to speak about the Parking situation in Whittington (reported at item 2013.44).

The Chairman recorded the Council's gratitude to pcso Allchurch for his efforts, and reconvened the Parish Council meeting.

2013.48 Annual Parish Meeting 30th April 2013.

The Clerk had advised that invitations had been sent to the usual reporting bodies, most had been accepted. Members considered a draft of the Invitation to Members of the Public and agreed (SLB/JEC) that with minor amendments this be included in a free issue of the Parish Magazine at a cost of approximately £50.

Help with delivery was sought - probably in the week before Easter - .JEC, SM, and MB agreed to assist. The Chairman was to advise if available.

It was confirmed that refreshments were required as in Previous Years.

2013.49 Wychavon Bursary.

Members noted the Clerk's advice regarding the background to this item but in view of the lateness of the hour, on the proposal of the Chairman, agreed to adjourn the item to a future meeting.

2013.50 Communication with Parishioners.

In view of the lateness of the hour on the proposal of the Chairman agreed to adjourn the item to a future meeting.

2013.51 District and County Councillors' Report – For Information.

The County and District Councillor was not present.

2013.52 Police Report - For Information.

To receive the report of the Police. See items 2013.44 & 2013.47.

2013.53 Reports by Councillors and Delegates, and Items for Future Agendas.

- a. To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies, to ask relevant questions, and to consider appropriate action.

WPC staffing Committee: The Chairman reported the Clerk's forthcoming retirement and thanked him for his past service to the Council.

Envirosort Site, Norton (CMRF) Liaison Group: The Council's delegate M. Baker reported that Envirosort continued its weekly litterpicking on the B4084 and was to consider whether this could be extended to the J7 roundabout. Glass particles continued to be a problem: further speed bumps had been installed to shake loose particles on vehicles leaving the site. The manager was to review the situation with M. Baker as soon as commitments and conditions allowed.

It was likely that meetings of the Group would reduce to 2 per year in future.

West Wychavon PACT: The Council's delegate. M. Baker attended the last meeting. Speeding and parking were prioritised for future action, and the poor driving at the Swan roundabout was noted.

Worcestershire CALC: None

Whittington School: None

Whittington Village Hall: The Council's representative P.J. Wood reported that there had been no further meeting of the Management Committee but that some remedial work would have to be undertaken in the Village Hall soon.

b. To receive reports of Councillors on other matters.

J.E. Chamberlain reported briefly on an event she and the Chairman had attended regarding the New Homes Bonus, organised by Wychavon D.C. She would make further information available to those who wanted it.

c. To note inclusion of specific items on a future agenda.

None requested.

2013.54 Inclusion of items in the Parish Magazine.

Items to be included this month were: promotion of the Police "101" non emergency number and publication of the Council's e-mail address so that additional members of the Public could ask to be included in Parish Council's general interest mailings. Notice would be given of the Clerk's retirement and the vacancy which ensued.

2013.55 Correspondence.

Some correspondence received since the last meeting had been periodically sent out to individual responsible Members specifically, other more general items were included in the Correspondence File for circulation and are noted in the "Clerk's Digests".

No items were noted for possible response.

2013.56 Date of Next Meeting.

The date of the next Meeting of the Council will be Tuesday 14th May 2013, at Whittington Village Hall. (This would be the Annual Meeting - at which the election of Officers & representatives, review of S.O.'s etc. would take place.)

The Parish Meeting is planned for 30th April.

Any interim WPC meeting was likely to be held on 9th April.

2013.57 That, due to the sensitive, personal and confidential nature of many aspects of the following item the Public & Press be directed to withdraw.

This motion was agreed (SLB/JEC).

2013.58 To consider the Clerk's resignation and the Employment of a Replacement.

Members reviewed the situation noting the Clerk's advice as to what was considered necessary and appropriate.

It was agreed that the Clerk would draft an advertisement and get this on display as soon as possible, with a deadline at the end of the month.

An application pack was to be prepared in consultation with Members.

A provisional timetable for short listing/interview was agreed (subject to availability of personnel and venue). It was agreed that three councillors (minimum quorum) constitute the interview panel.

The Meeting closed at 23.10 Hrs.