

Wickhamford Parish Council

Minutes of the Meeting, 10th May 2017, 05/17

Clerk to the Council, Mike Smith, 12 Pitches Hill, Wickhamford WR11 7RT
01386 830676 email wickhamfordpc@sky.com website www.wychavon.gov.uk

Present J. Newbury, Chairman, V. Chairman, J. Poulter, Councillors, D. Heeks, K. Nash,
T. Waller & R. Gutteridge
District Councillor B. Thomas & County Councillor L. Eyre
Public, S. James

1. **Apologies** P. Schroenrock, PCSO
2. **Declarations of Interest**
None
3. **Due to the previous Annual Statutory Meeting there was no Public Session**
 - 4. The Minutes of the meeting held on the 8th March 2017 were agreed
 - 5. **Matters arising from the previous meeting**
None
 - 6. **District / County Councillors Report.**
A brief precis of the Neighbourhood Plan was given by the District Councillor
The County Councillor agree to fund two further dog waste bins for the village. And also mentioned the footpath work in Manor Road will now commence at the end of June
 - 7. **Police Officers Report.**
Since the last report, there have only been 13 calls to West Mercia Police from residents of Wickhamford, this has resulted in two offences being recorded.
1 assault, (both parties knew each other). 1 theft of motor vehicle. Forcible entry to vehicle, stolen without keys and offenders arrested after a pursuit. There have been a number of builder's vehicles being stolen off site with the keys in. A variation to stealing from vehicles at night time to get at the victim's power tools .The only prevalent offence in adjoining Parishes is that of the theft of quad / all-terrain vehicles. The offenders are crossing over from Gloucs & Warks Police areas to commit offences. A number have been recovered and suspects arrested, however, the offences continue.
 - 8. **S106 Monies**
A notification received following a request to WDC resulted in a this sum of £ 4,415.00 available to be used on improvements to the Playing Field, subject to WDC's T& C's
 - 9. **Manor Close Parking**
This item will be referred to Rooftop Housing for a possible on-site meeting
 - 10. **Footpaths Update**
Chairman and Clerk met with Fiona Argyle and discussed various footpath issues
Also see (Item19)

- 11. **Grasscutting Contract**
Deferred until the next meeting
- 12. **Sports Club Update**
This was just an informal meeting to talk about any issues (if any) both parties had. The main discussion was their request to add a “Veranda” along a part of the frontage of the Club, as was originally planned which will possibly require planning permission and our agreement as the Landowner
- 13. **Play Area**
The Annual Report had been received from RoSPA identifying some minor problems, which will be dealt with multiple problems affecting the Sports Wall (which is due to be dismantled)
- 14. **Telephone Kiosk**
Defibrillator to be installed when Kiosk is re-furbished (see Item 15)
The Clerk will obtain costs of materials for the re-furbishment
- 15 **Defibrillator**
We have been offered a brand new F.O.C Defibrillator, which would be installed in the Porch Area at the Sports Club, with a further offer of a second at 50% discount, this would be installed in the above (Item 14)
- 16 **Community Benefit Fund (Cemetery, White Gates, Village Benches & Memorial Hall)**
The purchase of 3 pairs of White Gates was approved, size and cost to be established at the next meeting. Councillor D. Heeks will look at possible sites ahead of the next meeting for the Benches. The Cemetery & Memorial Hall are work in progress.
- 17. **Lengthsperson**
We will be advertising for a new Lengthsperson.
- 18. **Footpath signage and access from public road. Removal of fencing and Appropriate gating and signage (raised Feb 17) No 506C 507C 509C 510C 511C. Reference No. PR-15-19142.Path Number WF-506 .Date Created 15/8/2014. Priority 5. (1 is high, 6 is low) Type Signposting. Stage of Work Inspected, Awaiting Investigation**
All issues in hand with Countryside Access
- 19. **Parish Path Warden. Request for a pro-active warden within the parish. Follow up to request to contact warden (raised Feb 17)**
Application forms for the Countryside Access Parish Paths Warden are available from the Clerk as the current PPW has relinquished his post
- 20. **Dog bin request on 512B toward 505C**
County Councillor L. Eyre has agreed to fund purchase of bin
Costs being obtained from WDC

- 21. **Dog bin request 501C entrance by old Pitchers Hill**
County Councillor L. Eyre has agreed to fund purchase of bin
Costs being obtained from WDC
- 22. **New request for Outdoor Multi Use Games Area to replace present unit
Condemned as stated (Feb 17)**
Clerk to obtain estimates for installation and surfacing prior to the next meeting
- 23. **CPALC membership cost for Parish Councillors. Request for funding of £20 to
£25.00 membership**
This was deferred to the next meeting to obtain further information
- 24. **New request for urgent maintenance to playground fencing. Metal struts that
are twisted and broken/ potential health and safety issue**
A Mobile Welding contractor has been sourced to carry out the necessary repairs
- 25. **Correspondence**
Contacted Highways re meeting to discuss the availability of sites for the “White
Gates” (Item 8)
Again contacted Countryside Access re the Footpaths (Item 10)
Meeting arranged with Countryside Access (Item10)
Meeting requested by Sports Club (item 12)
Audit documents received from Grant Thornton
Meeting to be arranged with Smartcut to discuss contract, re-fencing a section of
the Playing Field and cutting of the Cemetery hedge (Item 11)
Email received from WDC re changes to the New Homes Bonus. Councillors
copied
Letter received from HMRC regarding an incorrect date on the VAT 126 (reclaim
form), which has been corrected and the letter responded to.
Play Area Inspection Report & Invoice received from RoSPA (Item 13)
Notification from WDC of payment of first instalment of the precept.
Contacted WDC reference S106 Monies on hold from the Sandys Avenue
Development (Item 8)

Plans Reviewed

W/17/00621/AGR, Wickhamford Manor

“Comments of objections raised”, logged on WDC planning portal

W/17/00522/HP, “The Finnick” Pitchers Hill

“No objections” logged on WDC planning portal

- 26. **Finance.**
 - a) 2016/2017 Governance Statement agreed and signed.
 - b) 2016/2017 Audit agreed and signed.
 - c) Balance sheets made available for Councillor’s.

Cheques signed,

L. Gutteridge, Lengthsperson (Jan/Feb/Mar) £150.00

RoSPA, Play Area Inspection £105.00

Calc, Affiliation Fees £422.60

Smart Cut, Grasscutting (Mar/Apr) £467.30

J. West, Internal Audit £75.00

M. Smith, Ink + Paper £27.98
Came & Company, Insurance £858.72

Receipts,

WCC, Grant (towards installing White Gates) £678.57
WCC, Lengthsperson (Jan/Feb) £120.00

WCC, Lengthsperson (March) £30.00
Simply Stone, Ashes Plaque £75.00
WDC, Precept £4,585.00
WDC, Grant £415.00

• **Items for the next Agenda**

- CPALC Information
- Smart Cut Meeting
- Benches, White Gates
- Telephone Kiosk, Material Costs
- Sports Arena Costs
- S106 Monies
- Manor Close Parking

- 27. To confirm the date of the next meeting as 12th July 2017

Items for the next Agenda must be received 7 days prior to the above date.

Mike Smith

Clerk to Wickhamford Parish Council

Meeting Closed at 9.00

Signed.....
Date...

Chairman

Notes of the Public Question Time

No public session