

## **FLADBURY PARISH COUNCIL**

Minutes of the Annual Meeting of Fladbury Parish Council held on Monday 21<sup>st</sup> May 2012 at 7:30pm in the Sports Pavilion, Fladbury

### **1. ELECTION OF CHAIR.**

There being no other nominations, Cllr Carter proposed, seconded by Cllr Stephens, and the meeting agreed to elect existing Chair Southcott for the year 2012/13.

### **2. RECEIVE CHAIR'S ACCEPTANCE OF OFFICE, HOUSEKEEPING ETC.**

Chair Southcott signed his acceptance of office thanking his fellow councillors for their past and future support.

### **3. APOLOGIES.**

Present: - Chair Southcott	WDC Cllr T McDonald
V/chair G Mills	
Cllr M Anderson	
Cllr B Carter	Clerk R Coles
Cllr D Day	8 Parishioners/Visitors
Cllr A Stephens	
Cllr S Insall	CSO S Hall
Cllr N Manser	Paramedic Mrs Brotherton

Cllr Llewellyn and WCC Cllr Eyre sent their apologies.

### **4. ELECTION OF VICE CHAIR.**

There being no other nominations, Cllr Stephens proposed, seconded by Cllr Manser, and the meeting agreed to elect existing V/chair Mills for the year 2012/13.

### **5. DECLARATIONS OF INTEREST**

Cllr Anderson personal interest in Bus Shelter.  
Cllr Stephens personal interest Millbank signage.  
Cllr Anderson & Cllr Manser personal interest in Rosedale W/12/00972/PN.

### **6. Intentionally Blank**

### **7. CONFIRM PARISH COUNCIL REPRESENTATIVES (OUTSIDE BODIES): -**

- a) Fladbury Village Hall – (currently WL)
- b) CPRE Liaison Officer (currently GM)
- c) Evesham, Pershore & Districts Police & Community Consultative Group (currently BC)

Cllr Anderson proposed, seconded by Cllr Insall, and the meeting agreed to continue external representatives above as is.

d) Cllr Stephens proposed, seconded by Cllr Carter, and the meeting agreed to appoint Mr R Bailey as the internal auditor for the 2012/13 financial year.

### **8. CONFIRM MEMBERS OF COMMITTEES.**

a) Finance (currently Chair, Vice Chair, GM, AS and BC)

Cllr Anderson proposed, seconded by Cllr Insall, and the meeting agreed the existing membership above would continue for 2012/2013.

### **9. CONFIRM RESPONSIBILITIES FOR: -**

- a) Planning (currently DD)
- b) Mowing/Lengthsman (currently WL)
- c) Footpaths (currently GM)

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- d) Lighting (currently BC)
- e) Insurance (currently NM)
- f) Localism/Publicity (currently IS)
- g) Sporting Facilities (currently MA)
- h) Tree Warden (currently AS)
- i) Local Events/Jubilee (currently SI)

V/chair Mills proposed, seconded by Cllr Carter, and the meeting agreed the existing responsibilities above continue for 2012/13.

**10. CONSIDER RENEWAL OF INSURANCE FROM 1.6.12 AND AUTHORISE PAYMENT.**

Cllr Anderson proposed, seconded by Cllr Manser, and the meeting agreed to accept the renewal of the insurance with AON/Allianz Cornhill quote for £3402.97, up 5%ish due to Pool Garden adjustment) against a budget of £3500.

**11. CONSIDER ANNUAL GRANTS, RESERVES and BALANCES.**

Grants

- a) Fladbury Village Hall (budgeted £100)
- b) Parochial Church Council for Church Clock (budgeted £30)
- c) Citizens Advice Bureau (budgeted £200)
- d) Cotswold Line (budgeted £25)
- e) Air Ambulance (budgeted £100)
- f) Fladbury Flyer (budgeted £120)

Cllr Stephens proposed, seconded by Cllr Carter, and the meeting agreed the budgeted list of grants above.

- g) Severn Area Rescue Service (unbudgeted one-off £100)

Cllr Anderson proposed, seconded by Cllr Insall, and the meeting agreed the unbudgeted grant above, previously approved late in 2011/12.

Reserves and Balances

- a) Day to Day contingency £2000 – 10% of expenditure
- b) Election cost £2000 – one event
- c) Legal ability to move quickly £6000 – between precepts
- d) Pavilion residual fund (less recent £1175) £1704
- e) New street lights/upgrades etc £3500
- f) M&T funds £500
- g) Playground mnte £1000
- h) Recreation trees £2000
- i) Farm Street play refurbishment £2635
- j) WCC Light transfer to WCC £1000
- k) Free reserves £7443

Cllr Stephens proposed, seconded by Cllr Manser, and the meeting agreed to the year end and current position of the reserves and balances as shown above.

**12. CONFIRM MEMBER'S ALLOWANCES.**

- a) Chair's allowance (budgeted £150)
- b) Vice Chair's allowance (all other councillors do not take up) (budgeted £100)

It was proposed by Cllr Carter, seconded by Cllr Stephens, and the meeting agreed that chair and v/chair allowances be approved as detailed above.

**13. APPROVAL OF MINUTES**

Cllr Stephens proposed, seconded by V/chair Mills, and the meeting agreed to accept the minutes for the meeting of 26<sup>th</sup> March 2012 for chair to sign with a minor correction of 173 to 213 in respect of a planning application registration number for 'Declarations of Interest' made by Cllrs Anderson and Manser.

The meeting closed for parishioners to address the council.

**14. MATTERS ARISING FROM THE MINUTES**

- a) Old Rectory Green – Cllrs Anderson reported that he would circulate a proposal before the next meeting to advise on how the council could proceed at little future cost. Cllr Stephens reported that she had had a less than satisfactory cooperation from WDC; Chair asked that she try again to contact the tree officer directly before any alternatives were pursued.
- b) MyParish website/communications – Chair Southcott reported that he was investigating email circulation lists already available.
- c) Annual Parish meeting/Bus shelter (Pound) – It was generally agreed that a further meeting with county was necessary with the new possibility of resiting the bus stop between the two trees on the 'main' green which would minimise the impact of a bus shelter. This site had previously been ruled out as detrimental to the war memorial. It was agreed by all that something needs to be agreed once and for all, shelter or no shelter and if so where? The meeting agreed that the Pound could now be release for renting.
- d) Bye Laws – The clerk reported that WDC have indicated they have no bye laws for Fladbury specifically only those general to the Wychavon District. He will search the records to see if anything can be uncovered.
- e) Meadows interpretation panels – Chair Southcott reported that information sources were available for a sample panel.
- f) Framing of Shelley lists – Chair and clerk will review material.
- g) Diamond Jubilee – Chair Southcott reported that all was proceeding on many fronts except the exhibition in the church had been dropped. A new updated flyer is due to all households imminently. (Also see footpaths item 21 below)
- h) New Homes Bonus usages – c/f to item 23b below.

**15. PARISH & NEIGHBOURHOOD PLANS – (WDC training including Localism imminent)**

**16. POLICNG** - contacts are PC Dave Shortell & CSO Simon Hall returns (03003 333000 Ext 3408/3499)

(Also new less urgent 101 services complement 999 emergencies)

CSO Hall reported that additional speeding exercises had produced no bookings; perhaps the speed indication sign was taking effect. Recent helicopter activity late one Saturday night was due to a women threatening suicide but not giving detailed location. Bollards are to be provided to the clerk to minimise parking disruption at the Bell Boating Main event next Saturday outside the recreation ground.

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

WDC Cllr McDonald report had already been sent to all. He asked that the New Home Bonus award scheme be tested as soon as possible via WDC Phil Merrick (see 23b below).

WCC Cllr Eyre has indicated that she will not be issuing a report in future and that her activities can be followed on her 'lizeyreupdate.blogspot.co.uk' site. She is against the risk of local participation in controlling road closure signage during flooding (see 23c below).

**18. PLANNING**

- **W/09/01922/LUE – Ms L Hyett, Whitsun Brook Farm, Hill Furze – Certificate of lawfulness (existing use) – use of land as the garden area to the farmhouse** – Concerns over the quality and detail of this application have been filed and a decision is awaited. WDC have agreed to attempt to progress and resolve this long outstanding issue. WDC Enforcement have indicated that this is not their top priority and will respond in due course.
- **W/12/00173/CA & W/12/00125/PP – Weir House, Mill Bank – Alterations & extensions to ground floor & loft conversion. Replacement detached garage** - A no objection with minor concerns was filed and permission has been granted.
- **W/12/00213/PN – Rosedale, Broadway Lane – Proposed new dwelling – WDC reply required within 21 days of 16/02/12 (i.e.08/03/12).** An objection was filed and the application has been withdrawn.
- **W/12/00835/PN– Wood Norton Farmhouse – Demolition of existing dwelling and replacement with 4 bed two storey dwelling & erection of workshop - WDC reply required within 21 days of 26/04/12 (i.e. 17/05/12) A weeks delay has been granted.** Local neighbours' main concerns were over the continuing problems governing access to the lane

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without the addition of a major building site and all the additional traffic and parking. Councillors (plus some neighbours and CPRE) in the majority were very concerned over the design being out of character with the area. It was noted that very little had been taken into account of the previous application that was refused, this may be due to interpretation of the new coalition planning procedures.

- **W/12/00925/PN– Central Stores, Church St – Replacement of shop windows and door - WDC reply required within 21 days of 03/05/12 (i.e. 24/05/12).** Following discussions it was agreed to get clarification as to what was meant by 'leaded windows'. There were concerns over the implications that cost was the main driver in the solution not the preservation of the conservation area.
- **W/12/00972/PN– Mr R Stackhouse, Rosedale, Broadway Lane – Proposed new dwelling - WDC reply required within 21 days of 17/05/12 (i.e. 07/06/12)** All were asked to look at the plans as soon as possible as this application will have to be dealt with outside of normal meetings schedule. Early indications were that there was little change from that previously withdrawn due to the likelihood of refusal and may be an attempt to take advantage of the new coalition planning guidelines if favourably interpreted.

**Peartree House, The Green** – the occupier has sent the Parish Council plans intending to replace windows, door etc. This should be subject to a planning application in due course due to it being in the conservation area.

**Glasshouse Liaison Group** – Chair Southcott reported this meeting was overdue and he was continuing to progress.

**Housing Needs Survey** – Chair Southcott reported that he would draft and circulate the necessary covering letter and any additional questions so that the Parish Council should be able to discuss and sign off at the next meeting.

**1000m of hedge clearance** – WDC Cllr McDonald reported that this was proceeding with work likely to start after the nesting season in September. A border hedge has been excluded and some trees saved for a compromise agreement.

## 19. FINANCE

a) Cllr Anderson proposed, seconded by Cllr Manser, and the meeting agreed to adopt the Receipts and Payments A/Cs up to 31/03/12 and 21/05/12 for chair to sign with one late additional payment for trees and plants.

b) Invoices for Payment from above approval – £

31/03/12

1614	92	Lengthsman feb mar	114.30	eoy
1615	93	pavilion light replacement	213.30	eoy

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21/05/12

1616	1	lighting 4Q11/12 1Q12	741.85	early
1617	2	NALC - LCR	15.50	
1618	3	CALC	348.17	
1619	4	Playsafety	79.20	
1620	5	CALC clerk mtg	10.00	
1621	6	FVH 2 mtgs NW/APM	20.00	
1622	7	tubs x 3	111.00	
1623	8	clean pav apr/may	320.00	
1624	9	mowings aprx2	294.00	
1625	10	pav electric	137.29	
1626	11	AoN insurance	3,402.97	
1627	12	clerk apr/may sal/all/exp paye	589.46	
1628	13	church clock grant	30.00	
1629	14	vhall grant	100.00	
1630	15	flyer grant	120.00	
1631	16	CAB grant	200.00	
1632	17	Cotswold Rail grant	25.00	
1633	18	Air Ambulance grant	100.00	
1634	19	SARA boat grant one off	100.00	
1635	20	trees & plants	97.64	late

**20. LIGHTING (Cllr Carter 860 247) - WCC costing to be reviewed.**

Cllr Carter recommended, seconded by Cllr Anderson, and the meeting agreed to adopt a middle of the road approach to the five light installations identified by WCC in moving forward in providing a central maintenance service. The indicative cost was £3150 to make sound against £2000 to remove and £12,100 to fully upgrade. The clerk indicated that the Parish Council held the necessary reserves of £3500 and £1000 to cover this work. It would be hoped that central electrical prices then available could save £1000 a year to replenish the reserves naturally over three years.

**21. FOOTPATHS/TREES (WCC Warden Cllr Mills footpaths 860 644,  
WDC Warden Cllr Stephens trees 860 320)**

V/chair Mills updated the meeting on the progress towards the circular Jubilee walk and reported that a recent hitch concerning access under the Jubilee Bridge has arisen and is being progressed. He thanked WCC Cllr Eyre for a £500 grant towards the project. He also agreed to progress the missing river path 525 opposite the Millennium Wood with WCC.

**22. CORRESPONDENCE**

**31<sup>st</sup> March 2012 – (8 emailed leaving 2 new)**

1	CALC	Area meeting 01/03/12
2	CALC	Update 9 01/03/12 (emailed)
3	NALC	LCR Spring 2012
4	CALC	Update 10 08/03/12 (emailed)
5	WDC McD	Round-up April (emailed)
6	WCC Eyre	Report March (emailed)
7	CALC	Update 11 15/03/12 (emailed)
8	CALC	Update 12 22/03/12 (emailed)
9	WCC	Think Local in Worcestershire – Localism (emailed)
10	CALC	Update 13 29/3/12 (emailed)

**28<sup>th</sup> April 2012 - (9 emailed leaving 8 new)**

1	WDC Chair	Wychavon Bursary Award
2	CAB	Grant request
3	CPRE	Countryside Voice Spring 2012
4	CPRE	CPRE Members Guide 2012
5	WCC	Waste Core Strategy Development Plan

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6	CALC	Update 14 05/04/12 (emailed)
7	C&M (Rail) Line	News Spring 2012
8	CALC	Update 15 12/04/12 (emailed)
9	WDC	Strategic Partnership & LSPs (emailed)
10	WDC	Localism Event 23/04/12 (emailed) (clashed with FPC APM)
11	WCC	Think Local in Worcestershire (emailed)
12	CALC	Update 16 18/04/12 (emailed)
13	MP Luff	Traveller Sites
14	WCC Eyre	Community Transport Update April 2012 (emailed)
15	WCC	Waste Core Strategy Development Plan
16	WDC	Parish Matters April 2012 (emailed)
17	CALC	Update 17 26/04/12 (emailed)

### 23. OTHER ITEMS FOR INFORMATION/DISCUSSION

- a) It was proposed by Cllr Anderson, seconded by Cllr Stephens, and the meeting agreed to adopt Option B below for Rural Rate Relief for Chequers Inn:-  
Option A WDC £2542.50 FPC £317.81  
Option B WDC £1271.25 FPC £0  
Option C WDC £0 FPC £0
- b) The findings of a small group led by Cllr Carter, including Cllr Insall, Dr M Ounsted and Paramedic Mrs Brotherton were presented to the meeting. It was recommended that two defibrillators, one in the pavilion (mainly clubs/parishioners north) and one in the Chequers Inn (mainly visitors/riverside/parishioners south), of type Cardiac Science G3 (used locally by doctors and WMAS) be provided with associated infrastructure/signage, access and suitable training of Responders for upwards of £2574 of which WCC Cllr Eyre would fund £1250 with the remainder likely from the New Homes Bonus. After discussion also covering problems with not being able to use British Heart Foundation funding in the recommendation, it was proposed by Cllr Insall, seconded by Cllr Anderson, and the meeting agreed to progress the recommendation into action. Nevertheless, access was a concern and would need to be further discussed. The Chair thanked Cllr Carter for initiating this project and for the work his group had thus far completed. The clerk will contact WDC regarding New Homes Bonus application.
- c) Recent issues regarding timing and positioning of signage, including updates, on flooding in the meadows were discussed. WCC Cllr Eyre and WDC Cllr McDonald had recommended that parishioners should not get involved in erecting/removing warning signs. It was agreed that the Parish Council contact WCC to try to improve the service the professionals responsible provide rather than by direct local risky actions.
- d) Proliferation of private signs on A44 and in the village was discussed with general agreement that local one-off, temporary signs were acceptable. The more permanent signs will be addressed by chair with the relevant authorities or establishments responsible.
- e) Chair reported on the Fladbury First School proposed developments that would be subject of a formal notification from the Governors in due course. It would appear that pupil numbers have dropped from 90+ to less than 70 as a result of changing demographics, two changes of head and other contributory factors. Development of and changes to the various village institutions, facilities and services needed to be viewed from a whole village perspective and any impacts assessed accordingly.

### 24. DATE OF NEXT MEETING(s)

Monday 25<sup>th</sup> June 2012 – Parish Council Meeting will take place at the Sport's Pavilion at 7:30pm. Any items for the agenda and proposed corrections to the minutes must be lodged with the Clerk by Sunday 17<sup>th</sup> June 2012.

The meeting closed at 10:05pm.

Signed: ..... Date: .....