

BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on
Monday 9th December 2019.
At the Memorial Hall, Bretforton.

PRESENT:

Cllr K Carter	
Cllr J Cleveland	Vice-Chairman
Cllr A Grant	
Cllr Aaron Powell	District Councillor
Cllr G Collins	
Cllr T Appleby.	

APOLOGIES (accepted):

Cllr Alastair Adams	County Councillor
Cllr R Davis	Chairman
Cllr A Curry.	
Cllr N Smith.	

OPEN FORUM:

A resident and member of Bretforton Sports Club attended to raise concerns about the Sports Club car park for club users, PO Van users and play area users. A quote has been obtained to add a strip of tarmac from vehicle entrance to club entrance which would also incorporate both the play area and PO van. He advised that the car park is in a poor state of repair and needs work carrying out on it. The club are willing to contribute 50% towards the work of approx £4k. Vice-Chairman advised that the matter would be put on January agenda under 'open forum items' for discussion but that this matter may not be considered further as it had been considered 2 months ago and that any item that had a decision could not be re-visited within a 6 month period. The PC were advised that if they did not support this suggestion then the club may decide to carry out the work anyway.

PARISH COUNCIL MEETING

County Council:

See report which is displayed, when supplied, on school noticeboard and at www.worcestershire.gov.uk/myparish or at www.Bretforton.net

District Council:

- SWDP- Closing date for comments is 16th December 2019-PC has already made comment.
- Flooding- Closing date for submissions of houses flooded to central government was Monday 9th December 2019 for relief assistance. Issues with the issue of sandbags was raised.
- Back Lane- work to resurface footpaths will commence on 7th January 2020.

MINUTES:

Minutes of the Meeting held on 11th November 2019 were circulated. Proposed by Cllr Grant. Seconded by Cllr Carter. All in favour to accept the minutes.

OPEN FORUM ITEMS:

None.

DECLARATION OF INTEREST:

- a. Councillors are reminded of the need to update their register of interests.
- b. To declare any personal interests in items on the agenda and their nature.
- c. To declare any prejudicial interests in items on the agenda and their (Councillor Councillors with pecuniary interests must leave the room for the relevant item(s)).

Cllr Grant- NHB request/Wychavon- Pecuniary.

REPORTS FOR INFORMATION.

Clerk;

Chairman;

FINANCE:

- a. To consider and approve the statement of accounts and authorise payments.

Bank Account Reconciled Statement

Lloyds Bank Current Account	01875579	30-93-11	
Statement Number	32		
Statement Opening Balance	£7,014.40	Opening Date	29/10/19
Statement Closing Balance	£5,579.50	Closing Date	02/12/19
True/ Cashbook Closing Balance	£5,579.50		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
30/10/19	002323	PKF Littlejohn	240.00	0.00	6,774.40
06/11/19	500289	Memory Lane	0.00	100.00	6,874.40
11/11/19	BACS191111AE	Andrea Evans	458.16	0.00	6,416.24
12/11/19	BACS191112AE	Andrea Evans	4.85	0.00	6,411.39
12/11/19	BACS191112AG	Angus & Celia Grant	80.70	0.00	6,330.69
14/11/19	002335	Community First	60.00	0.00	6,270.69
18/11/19	002336	Maurice Parkinson	84.00	0.00	6,186.69
18/11/19	002337	Maurice Parkinson	96.00	0.00	6,090.69
19/11/19	002330	Jon Symonds	50.00	0.00	6,040.69
19/11/19	002331	HMRC	114.60	0.00	5,926.09
19/11/19	002334	Smartcut Ltd	492.00	0.00	5,434.09
22/11/19	BACS191122AE	Andrea Evans	50.00	0.00	5,384.09
22/11/19	BACS191122JK	Joseph King	50.00	0.00	5,334.09
25/11/19	BACS191125AE	Andrea Evans	44.59	0.00	5,289.50
26/11/19	500290	Desmond Day	0.00	320.00	5,609.50
27/11/19	002333	Phil Moxon	80.00	0.00	5,529.50
28/11/19	002339	Community First	50.00	0.00	5,479.50

Bretforton Parish Council

Expenditure transactions - payments approval list **Start of year 01/04/19**

Tn no	Cheque	Gross	Heading	Invoice	Details	Cheque
138	002338	£50.00	21400	09/12/19	Nigel Smith - allotment security refund	£50.00
139	002340	£0.00	21300	09/12/19	British Poppy Appeal – wreath	£25.00
140	002341	£92.00	20400	09/12/19	SLCC – membership	£92.00
142	002342	£3,870.00	20500	09/12/19	Westcotec Ltd – VAS	£3,870.00
144	002344	£444.00	21300	09/12/19	Maurice Parkinson – Lengthsman	£444.00
145	002345	£450.00		09/12/19	Maurice Parkinson - Salt bins	£450.00
1		£270.00	20100/1		Mowing	
2		£60.00	20100/2		mowing	
3		£120.00	20500			
Sub Total		£4,906.00				
		£572.76			Confidential	
Total		£5,478.76				

Invoices and payments approved for settlement including account balances and payments. Proposed by Cllr Grant. Seconded by Cllr Collins. All in favour.

ITEMS FOR DISCUSSION.

1. **Memorial Hall-** 1. Signage-This is underway.
2. Report from sub-committee- Sub- committee met and have agreed to order screens to store play equipment in corner of hall. It was agreed to attempt to sell chairs on ebay and possibly offer delivery. It was agreed to purchase new folding chairs for ease of use and to create more space. Cllr Davis has also drawn up a plan to create access to toilets from main hall running directly along wall to toilets, it was also agreed to look into revamping toilets for easier access. An assessment of work required and any health and safety issues was undertaken including the heating and fire escapes. Clerk has contacted playgroup to arrange a meeting to update them on proposals and action needed but has had no response. Cllr Smith has contacted cleaner to arrange a meeting to look at contract and role as well as any action required, no meeting has been organised. Cllr Smith asked that he may accelerate this matter with ultimately considering the termination of the contract if not resolved. This was unanimously agreed. Clerk advised that she would be standing down from booking clerk as at 31st December 2019 but that Pat Cleveland would be taking it on. Clerk will still be fully involved in getting the hall running properly.
2. **Wildflower update-** Two locations have been approved by Highways which are suitable. Next agenda to decide on a plan to take this forward.
3. **Britain in Bloom-** Next agenda when more information will be available.
4. **Housing need survey-**It was unanimously agreed to request an up to date housing need survey so that data from 2006 does not distort the village position.
5. **Request for applying for parking permits along Bucket Row-** A resident from Bucket Row has requested parking permits/bays for residents along that stretch of B4035. Another village resident has complained that the cottage residents are parking on double

yellow lines making visibility difficult. It was agreed to contact Highways to clarify position in the first instance and remind residents again not to park on lines.

Wychavon District Council.

- **Section 106 contributions held-Next agenda**
- **NHB- Cllr Grant left the meeting when this matter was considered.** A request has been received for funding towards musical learning at Bretforton School. It is believed that this is unlikely to be the appropriate funding for this project and that the PC would not get approval from Wychavon. Councillors wanted more information on whether this is a 'one-off' contribution or on-going. It was agreed to ask the resident to attend the January meeting to clarify the points.

Worcestershire County Council.

CALC – Area meeting-

PLANNING – APPLICATIONS:

Parish Council comments recorded on Planning Portal.

Applications for Consideration:

19/02433/FUL-35 Main Street Bretforton

Change of use to convert outbuilding to ancillary accommodation.

No objections.

APPROVAL:

APPEAL:

REFUSED:

- **OTHER ITEMS**
- **ENFORCEMENT-**

CORRESPONDENCE For Information.

Publications

CLERKS REPORT on Urgent Decisions Since Last Meeting.

COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

Meeting closed at 8.20pm

Date of the next meeting; 13th January 2020.

Signed:

Date: