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NORTH CLAINES PARISH COUNCIL (NCPC)

**MINUTES OF MEETING HELD AT**

FERNHILL HEATH BAPTIST CHURCH

On Monday July 4th 2016 at 7.30 pm

**PRESENT:** Cllr M Sainsbury (MS) **Chairman**

 Cllr A McManus (AMM) **Vice Chairman**

 Cllr J Carter (JC)

 Cllr M Farmer (MF)

 Cllr B Hollis (BH)

 Cllr P Maybury (PM)

 Cllr P Philips (PP)

 Cllr S J Routledge (SJR)

 County and District Cllr A Miller (AM)

 District Cllr L Duffy (LD)

#### To receive apologies for absence and to approve reasons for absence.

 There were apologies received and accepted from Cllr M Drinkwater (Personal) and Cllr K Savage (Personal)

**2. Declarations of Interest**

a) Register of interests; Councillors were reminded of the need to update their register of interests.

b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature. There was an interest declared by Cllr KS in agenda item 10.1 re a payment to Ventutec.

c) To declare any Other Disclosable Interests in items on the agenda and their nature. There were no interests declared.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting. No requests were submitted.

Councillors who declared an interest left the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.

**3. To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday 6 June 2016.**

The minutes were approved and signed as a correct record of the meeting.

The meeting was closed for **public question time** (PQT) and opened again after.

Public question time does not form part of the meeting and is therefore not minuted. Notes from PQT are attached to the minutes as an aide memoire where relevant.

#### Progress reports from the previous minutes and any matters arising for information

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#### The Brum

5.1 Do any Councillor have any matters to raise with regard to the Brum?

* SJR noted that the basket seat on the Brum was still awaiting a part for repair. MF noted that some of the surfaces of the new play area were in need of repair. SJR to contact the playground providers.
* It was noted that there has been some vandalism to the trees on the Brum. AMM is to forward this to the Police to ensure that the situation is monitored.

5.2 Update on the “Fun on the Brum day for 2016”

 PP is to provide hay bales for the day.

5.3 Update on the Brum recreation area.

 Worcestershire County Council have been informed that the Council are provisionally interested in the purchase of the land called the Brum in Fernhill Heath. Jasprit Bains from WCC is dealing with the case.

**6 Highways, Footpaths and Lighting.**

6.1 Update on any highways actions from or since the last meeting.

 Lights at Jacobs ladder update.

 Street light 12 has been disconnected – when the column is removed, Western Power will put the stub end into the space that the column leaves.

 Street light number 11 is having repairs to restore it. The Clerk has asked Prismian to replace the box and light fitting and then Western Power will restore the light.

6.2 Planters for the three entrances to Fernhill Heath.

 Cllr MF was pleased to report that the planters – square, not round due to space restrictions had been installed and painted. They would be planted up shortly.

6.3 A request for Street Naming and House Numbering at the Development at Land off Dilmore Lane, Fernhill Heath, was received from Taylor Wimpey North Midlands and they require suggestions for 5 streets.

 Cllr BH suggested that sheep breeds be used as it used to be a sheep field. The following names were therefore **agreed** by the Council.

 Main road through - Suffolk Way.

 Red side road Cotswold Crescent.

 Yellow side road - Portland Close.

 Blue side road - Herdwick Close.

 Green side road - Cheviot Close.

7. Correspondence for information only.

* Emails re the light at Jacobs Ladder.
* Centenary fields – information re a programme to secure recreational spaces in honour of those who died in the First World War.
* CALC

 Calc update14,15 and 16

* Worcestershire County council

 Public notice and related documentation re the traffic regulation act 1984 for the consultation of a prohibit waiting order – A38.

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8. Planning

8.1 Planning applications for decision

W/16/01144/PP

44 Dilmore Lane

Fernhill Heath

Worcester

WR3 7TF

Two storey side extension and loft conversion

The Parish Council approved this proposed application.

W/16/01146/PP

2 Meadow View

Okeys Lane

Fernhill Heath

Worcester

WR3 8RL

The Parish Council rejected this proposed application on the grounds that it constituted overdevelopment.

W/16/01395/Pp

3 Sundew Close

Claines

Worcester

WR3 7LF

Removal of columns to front. Replacement conservatory.

The Parish Council approved this proposed application.

W/16/01250PP and 16/01251/LB

Upper Tapenhill House

Dilmore lane

Fernhill Heath

WR3 7RX

Single storey extension to form kitchen, dining area and cloakroom. Internal alterations.

The Parish Council approved this proposed application.

W/16/01309

Oak Farm

Ombersley Road

Bevere

Worcester

WR3 7RH

Change of use from redundant highway and car parking area within existing curtilage.

The Parish Council offered the following comments on this application.

The Parish Council would like this redundant road to have a stopping order placed on it, but that it remain the property of WCC.

8.2.1 Planning applications refused by Wychavon.

 Nothing received by the date of the agenda.

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8.2.2 Planning applications approved by Wychavon.

 Nothing received by the date of the agenda.

8.3 Neighbourhood Plan Committee

8.3.1 Update on progress of the neighbourhood plan.

 AMM reported the following;

* The examiner was chosen based on their great experience in advising other Councils on planning in the past.
* Wychavon did not consult all the bodies that should have been consulted in the consultation that ended 3 weeks ago. They have therefore restarted the consultation and the consultation now runs from 4 July to 15 August. This potentially results in the referendum being held as late as January 2017.

 LD agreed to discuss this with Wychavon.

9 Report from District and County Councillors.

9.1 Report from Lynn Duffy – District Councillor.

* Smart water schemes- can only have 50% assigned to them from the New Homes Bonus Schemes.

9.2 Report from Tony Miller - District and County Councillor.

* Roadshows have been taking place around the County asking for parishioners comments re services from WCC. Over 1000 comments have been received highlighting concerns.

10. Newsletter and website

10.1 Update on the newsletter –Summer 2016 issue. The summer newsletter is to be distributed prior to the Fun on the Brum day on 23rd July 2016.

10.2 Website update.

 Cllrs MD and KS sent their apologies and will provide an update on the website/publication scheme at the next parish council meeting.

11 Finance.

11.1 Invoices for consideration and payment at the Council meeting.

 Invoices were approved as per schedule and cheques signed accordingly.

11.2 Money received.

 None received to date of agenda.

**12 Parish Maintenance** **-** Items for consideration/notification.

12.1 Update on the proposed contract for services and other parish maintenance issues.

 PM noted that a few changes had been made to the maintenance contract, and that no other applicants had approached the council for consideration.

 AMM proposed that a third Councillor be appointed onto this committee along with Cllrs JC and PM. This was agreed in principle and is to be placed on the September agenda for consideration.

12.2 Update on the new dog waste bin at Bevere and associated correspondence.

 There has been a dispute on the position of the waste bin, and confusion with regard to the ownership of the land where the new bin is placed.

 It was **agreed** that PM will ascertain ownership of the land in question and SJR/KS will arrange relocation of the bin if necessary thereafter.

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 It was noted that due to the wet weather, the hedges in the parish were growing rapidly and a number of complaints had been received by the Clerk.

 The Clerk has written to households asking for hedges to be cut back, and has a standard letter to send out should any other hedges be identified as needing attention.

13 Do any Councillors have any items for consideration?

* AMM noted that the Andrew Grant sign had been removed.
* It was noted that the Memorial Hall/Working Men’s Club was in the early stages of considering the sale of the allotment land. It was agreed that North Claines Parish Council should consider this development and that a Committee should be set up with delegated powers to investigate any alternative actions available. An extra ordinary meeting of NCPC was suggested by MS to be held in the Parish Council offices in Droitwich on Wednesday 13 July 2016 at 6pm. Cllrs MS, MF, AMM and SJR agreed to form the committee.

14 Dates of the next Parish Council meetings.

 Extraordinary meeting -13 July 2016.

 Ordinary meeting 5 September 2016 (Apologies from PM and MF) and 3rd October 2016.

Abbreviations

 AM – County and District Cllr A Miller

 AMM - Cllr A McManus

 BH – Bob Hollis

 Cllr – Councillor

 JC – Cllr John Carter

 KS – Cllr Kevin Savage

 LD - County and District Cllr L Duffy

 MD - Cllr Margaret Drinkwater

 MF - Cllr Meg Farmer

 MS - Cllr M Sainsbury

NCPC – North Claines Parish Council

NPC – Neighbourhood planning committee

 PM - Cllr P Maybury

 PP - Cllr P Philips

 SJR - Cllr S J Routledge

 WCC – Worcestershire County Council

 WDC – Wychavon District Council

**Actions from July 2016**

5.1 SJR to contact the playground providers. Re swing seat and surface.

 AMM is to forward vandalism info to the Police.

5.2 PP is to provide hay bales for the day.

10.2 Cllrs MD and KS will provide an update on the website/publication scheme at the next parish council meeting.

12.1 Update on the proposed contract for services and other parish maintenance issues.

 AMM proposed that a third Councillor be appointed onto this committee along with Cllrs JC and PM. This was agreed in principle and is to be placed on the September agenda for consideration. Clerk.

12.2 Dog waste bin in Bevere

 It was **agreed** that PM will ascertain ownership of the land in question and SJR/KS will arrange relocation of the bin if necessary thereafter.

13 It was agreed that North Claines Parish Council should consider this development and that a Committee should be set up with delegated powers to investigate any alternative actions available. An extra ordinary meeting of NCPC was arranged by MS to be held in the Parish Council offices in Droitwich on Wednesday 13 July 2016 at 6pm. Clerk

**Invoices paid;**

 **Andy loos** Remaining payment for fun for all day. (VAT) **£17**

 **Andy loos** Remaining payment for fun for all day. **£85.02**

 **The Clerk** Salary for June 2016 **£702.19**

 **HMRC** Tax and NI for Clerk for June 2016 **£8.74**

 **Wychavon DC** Annual charge for the weekly bin collections **£80.12**

 **Wychavon DC** Install and replace dog bin on Eastfield Close **£534.08**

 **Wychavon DC** Install and supply new dog waste bin at Bevere **£614.20**

 **Ventutec** Fun on the Brum printing **£226.20**

 **Viking** Stationery for office **£65.15**

 **Droitwich Spa and RCVS** Membership fee **£20**

 **Droitwich Spa and RCVS** Postage **£44.06**

 **Meg Farmer** Costs for the planters **£185.16**