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NORTH CLAINES PARISH COUNCIL (NCPC)

**MINUTES OF THE MEETING HELD AT**

FERNHILL HEATH BAPTIST CHURCH

On Monday July 3rd 2017 at 7.30 pm

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

 Cllr J Carter (JC)

 Cllr M Farmer (MF)

 Cllr P Maybury (PM)

 Cllr A McManus (AMM)

 Cllr P Philips (PP)

 Cllr K Savage (KS)

 Dst Cllr A Miller (AM)

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

 Apologies were received and accepted from Cllr B Hollis (BH) Cllr S J Routledge (SJR) Cllr M Drinkwater (MD) and District Cllr L Duffy (LD)

1. **Declarations of Interest**

a) Register of interests; Councillors are 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. **Cllr PP declared an interest** in agenda item 8 – planning – Daniels Farm.

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.

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

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

1. **To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday June 5th 2017.**

The minutes were signed and approved as a correct record.

**Meeting Adjourned for public question time**

The meeting was adjourned to allow members of the public to raise matters

 This period was not part of the formal meeting; and brief notes are appended to the minutes as an aide memoire.

#### Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)

There was nothing to report.

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**5.** **The Brum**

5.1 Opportunity for Councillors to raise matters with regard to the Brum and to

 report on actions from the previous minutes.

* JC noted that some users of the Brum were using an area as a public convenience – the parish maintenance committee is to consider the planting of trees etc. in this area.
* Roundabout is not travelling smoothly on the Brum

5.2 Fun on the Brum;

 Is to be held on the 22nd July. Cllr MF noted that some of the invoices would need to be paid prior to the event. The finance committee is to discuss this at their next meeting.

 Cllr MF organised and produced an A5 booklet of events to publicise the activity in the village.

 Cty Cllr AM offered to PAT test the leads for the Fun day.

**6 Highways, Footpaths and Lighting.**

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

* The Clerk had received communication that the blocked drains on the A38 were to be cleared.
* PM also noted that there was sitting water on the A38 which was not draining away.
* A large sign on Hurst Lane was creating complaints; Cllr AMM is to approach the owners to ask them to either remove the sign or to apply for planning permission for it.
* It was noted that Sling Lane was in need of a dead end sign to avoid vehicles trying to turn on the lane.
* The Pumping station on Fir Tree Lane – owned by Severn Trent is very overgrown and is obstructing the footpath adjacent.
* The footpath over Station Road is falling apart and extremely hazardous. Cllr AMM is to investigate.
* The dog waste bin in Bevere is overflowing, the Council agreed to look into this to see if it was possible to upgrade or increase collections.

6.2 Opportunity for Councillors to raise any matters with regard to highways, footpaths or lighting.

6.3 Light no 8 has a fault – a quote has been received from Prysmian for £250 to repair the fault. Cllr AMM noted that all concrete lights were to be replaced in an ongoing maintenance project.

 Replacement of the Salt bin on Dilmore Lane - which has been damaged in an RTA. The exact location of the salt bin is to be ascertained prior to its replacement.

7. Correspondence for information only.

 CPRE – Annual reports and invitation to meeting.

* Canal and River Trust – work on the River Severn Project. The Parish Council **agreed** that the Neighbourhood Plan Committee should discuss this and any appropriate subsequent action at their next meeting
* Over 60’s – thanks for donation letter from J Viner
* Claines Magazine
* Calc updates for June and July 2017

8. Planning

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8.1 Neighbourhood Plan Committee

 Report from committee meeting. The neighbourhood plan committee met two weeks after the last NCPC meeting and provided suggestions to the Council with regard to responses for planning applications. The next meeting of the NPC will consider the priorities of the neighbourhood plan.

8.1.2 Planning applications considered by the committee and recommended responses for consideration by the full Council are in bold. The parish council agreed with the recommendations below.

* 17/00904

 Land including Gwillams Farm, Ombersley Road, Bevere, Worcester

 WR3 7RH.

Appearance, structure, landscaping and scale for 128 dwellings and associated infrastructure. **– Objection**

* 17/00728/FUL

Land adjoining FarmClose Cottage, Ombersley Road, Bevere. Erection of two detached houses, access road drives and garages. – **Objection**

* Upper Tapenhall House, Dilmore Lane, WR3 7RX

Erection of bungalow and garage – resubmission of W/16/01842) – **Objection**.

* 17/00819/HP, 22 Morton Road, Worcester, WR3 7UB

 Two storey side extension

 **No objection**

8.2 Planning applications for decision

 17/01069/FUL

 White Lodge

 Bevere Lane

 Bevere

 WR3 7RQ

 Construction of garage without compliance to planning permission.

 The Council had no objection to this application.

 17/01010/FUL

 Daniels Farm

 Claines

 Erection of new agricultural building for straw.

 The Council had no objection to this application.

8.3.1 Planning applications approved by Wychavon.

 17/00736/FUL – Linacres Farm, Egg Lane, Claines. New garage, stables etc.

8.3.2 Planning applications planning refused by Wychavon.

9 Report from District and County Councillor.

9.1 Report from A Miller

* Concrete street lights were being replaced across the district.
* A no parking line has been painted on the road opposite the entrance to the Brum.
* The yellow sign for the care home is to be removed after 12 months.

9.2 Report from L Duffy

 There was no report from Cllr Duffy.

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10. Newsletter and website

10.1

* It was agreed that the A4 Parish Focus would be produced once a year at the end of the financial year to give an update on what the Council had been doing.
* It was agreed that the small events publicity newsletter would be produced as and when needed in the same format and from the same publisher as the first edition produced by Cllr MF.
* It was agreed that Cllr MF would note how many of the tickets produced in the events booklet were used at the fun on the Brum day to give some evidence of its reach.
* KS is to provide feedback on the users of the website and is to devise a strategy for online publicity for the council

11 Finance.

11.1 Finance committee

 The finance committee is to meet on Monday 17th July.

11.2 Invoices for consideration and payment at the Council meeting.

 All the submitted invoices were approved for payment by the Council

11.3 Payments received by the Parish Council

 None to date.

11.4 Other finance matters.

 There was nothing to report.

**12 Parish Maintenance**

12.1 Parish Maintenance committee

 Report from parish maintenance meeting and any recommendations for additional expenditure and increased contract work.

 The Parish Maintenance Committee met and have approved further work for the contractor.

12.2 Other Parish Maintenance requests.

 Nothing to report.

**13 Staffing Committee**

 Report from Staffing Committee and recommendations for implementation.

 The staffing committee met on 19th June 2017 and recommended the following changes to the clerks’ contract to the full council;

* The national pay raises for 2016-2018 were to be accepted and backdated accordingly.
* The Clerks job has been evaluated according to the NALC/CALC joint agreement and the Clerks role has been placed at nsp 35. This will reflect the increase in work since the implementation of the Neighbourhood Plan. This is to be backdated to April 2017.
* The Clerk is to work an additional hour per week.

 These recommendations were accepted in full.

13 Councillors items for consideration.

* Cllr MF – a sign has been put up by SPAR at the side of the Old Post Office. This requires planning permission and they will be asked to remove it.

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* Cllr MS – proposes that Margaret Jackson and Stephen Jackson are to join the NPC. This is to be discussed at the next NPC.

14 Dates of the next Parish Council meetings.

 4th September 2017 and 2nd October 2017.

 Apologies for 4th September received from MF, AMM, PM, JC.

Public Question Time

* Mr. Foster notes that he erected the barrier over the non-registered right of way from the Working Men’s Club and that he is the owner of the path in question. The Council noted that the matter was now with WCC and currently under investigation.
* Thanks were given for the donation to the over 60’s club.
* It was noted that the hedge on Okeys Lane had been removed. As O’Keys Lane is a private lane, the Parish Council is not able to intervene, but Cllr A. Miller suggested that the residents contact planning enforcement as access onto a private road requires planning permission.
* It was noted that the roads used as a diversion during the Dilmore Lane Development had not been restored or the verges re-instated as per an agreement with Taylor Wimpey, residents and highways. County Cllr A Miller noted that he was still expecting this work to Lower Town, Jacobs Ladder and Kennels Lane to go ahead and will contact the residents to keep them informed of the progress on this issue.
* Martinbrook Farm – a resident complained that this farm was becoming a small industrial estate and that the terms of planning were being breached with regard to traffic etc. Cllr A Miller is to investigate.

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 plan committee

 PM - Cllr P Maybury

 PP - Cllr P Philips

 SJR - Cllr S J Routledge

 WCC – Worcestershire County Council

 WDC – Wychavon District Council