**DRAFT MINUTES**

**ORDINARY MEETING OF THE PARISH COUNCIL**

**Held at Kington & Dormston Village Hall**

**September 10th 2018 at 7:45pm**

**Present :** Cllr M. Tilt (Chair) Cllr I. Bull

 Cllr C. Farman Cllr. B. Trebbett

 Cllr P. Laight Cllr J. Tonry

**In attendance**: District Councillor L. Robinson **Non-attendance:** Cllr P. Collins

 Clerk

 1 member of the public

**PUBLIC QUESTION TIME** - There was a question from the Public – see notes appended.

1. **To consider apologies and to approve reasons for absence** – apologies received from County Cllr Adams - approved.
2. **Declarations of Interest:** Councillors were reminded of the need to update their register of interests and to declare any disclosable pecuniary or other interests on the agenda. None recorded.
3. **To consider any requests for the Council to Grant a Dispensation** – none received.
4. **To approve minutes** – of the July 2nd 2018 meeting, approved and signed by Chair. Clerk to append a public question in relation to the speed sign to the filed minutes.
5. **Progress Reports -**
	1. **Clerks Report**

All Clerks actions from previous minutes completed. Councillor Vacancy reported to Wychavon DC and subsequent notice published. Clerk will attend the next CiLCA training on September 28th 2018. Clerk has created/updated: Data Protection Policy, Freedom of Information Act, FOI Model Publication Scheme and Email Contact Privacy Notice, Data Retention Policy for Council approval. A data audit is in progress.

 

* 1. **What’s On Magazine** – the August submission had been published. Clerk reported that the magazine has advised that annual invoicing is preferred. Council agreed. ***Action: Clerk to prepare and submit next edition before deadline.***
	2. **Parish Paths Warden** – Chair advised that the Footpaths Department at WCC are currently under-resourced. Actions reported to them are being tackled, but progress is slow.
	3. **Grafton Society** – Cllr Tonry advised that issues with the bank have continued. Cllr Trebbett advised that it is hoped that matters will be concluded at a final meeting soon.
	4. **Telephone Kiosk** – Clerk reported that an email had been sent to West Mercia Police to inform them that the Council felt strongly that the installation of a defibrillator would be a waste of resource. The officer responsible has responded and would welcome any suggestions for alternative uses. The Council felt that this discussion had been aired in the past. It was felt that if the kiosk were relocated to a safer location within the village then it could be reworked to create a useful information point. ***Action: Clerk to write to West Mercia Police suggesting that the kiosk be relocated to be fitted out as an information point***.

**6. District Councillor Report – Cllr Robinson** advised that the changes to waste collection will become effective mid-October, parishioners should check their post for information. There will be new refuse vehicles using a combination of biofuels. Also changes to the recycling will be implemented to include the collection of: small electrical appliances, household batteries, textiles etc.

Wychavon are supporting an initiative with i-chooser to help fund better deals on gas/electricity bills, can be accessed via www.worcestershire.gov.uk/energyswitch it is quick and easy to register and open until 8th October 2018.

Finally, Cllr Robinson discussed a forthcoming event to be held at Peopleton Village Hall on 16th October, this will bring together representatives of; Wychavon DC, Worcester CC, Police, Highways, Planning and enable the public to raise concerns and questions. A poster has been pinned to the village noticeboard with further details.

1. **County Councillor Report – In Cllr Adams’ absence, the following was reported by Clerk.**

Rural crime, car theft in particular, has shown an increase recently. An event related to Rural Crime is being held on 22nd November at the Three Counties Showground and will be attended by Police, NFU, Young Farmers Association, etc.

In light of budget restraints Cllr Adams would recommend that the Parish Council look at what needs to be done within the parish, such as signage, and consider how it may be achieved. Perhaps ear-marking monies within the PC’s own budget.

Cllr Adams requested that the PC be made aware of the WW1 “Coming Home” 100 year commemorations on 14th September at Worcester Cathedral, and a drumhead event at Ghulevelt Park on 15th September.

Cllr Adams had requested that Clerk check with the Parish Council in terms of the broadband and whether any uplift is necessary. Council responded that Kington is “not brilliant” and Dormston is “OK”.

1. **Highways**
	1. **Road closures –** Chair raised the issue that signage in relation road closures had been a cause of frustration, instances of the road still be impassable further on past the closure. Other Councillors confirmed instances of “Road Ahead” signs being used, when actually it is a side road off that is closed, misleading to road-users. **Action: Clerk to email to Cllr Adams.**
	2. **Passing Place on Kington Lane** – Cllr Laight confirmed that he, G. Brienza and Cllr Adams had met on site in July. It was agreed that work to install pipes into the ditch was required. In terms of funding Cllr Adams felt he could access funding at the start of the new financial year. However, the landowner would need to be agreeable to the work and also take responsibility for maintaining it. Cllr Laight has spoken to the landowner and forwarded emails to him. No further information to report at this stage. In the meantime, Cllr Collins has filled the area with hardcore.
	3. **Radford Road –** Cllr Laight advised that he had taken G. Brienza to see the part of Radford Road on the bend (where cattle cross). On the left hand side there is a big drop. G. Brienza agreed that the hole should be filled. On the opposite side of the road, under the hedge is a culvert that should take water along – but it has not been cleared out for decades, this has contributed to the ground sinking.
	4. **Gulleys –** Cllr Bull reported that from the Stores to Flyford Arms is only being periodically cleared out with a gulley-sucker, not jet-washed to completely clear them. Cllr Bull stated that this approach to cleaning the gulleys does not work and will result in enormous puddles over the coming months. **Action: Clerk to inform Cllr Adams/Highways.**
	5. **Kington Lane, outside Westfield –** grass verge is crumbling away and needs attention. Action: **Clerk to advise Cllr Adams/Highways.**

1. **Policies for review and adoption** - Clerk presented the following policies which were approved by the Council and signed by Chairman;
	* 1. Freedom of Information Policy
		2. Freedom of Information Model Publication
		3. GDPR Policy
		4. Data Retention Policy
		5. Email Contact Privacy Notice
2. **Lengthsman**
	* 1. Clerk advised that WCC have requested an update to the PPE used by lengthsman. The lengthsman has provided Clerk with a list of items that need updating (Lengthsman has reported these items to Cookhill PC Clerk for actioning), Clerk has asked for clarification from WCC as to how these items should be funded. Awaiting feedback.
		2. Chair reported that the verge on the A422 needs cutting back again. ***Action: Clerk to contact Lengthsman.***
3. **Planning**

18/01493/CLE – Newhouse Farm, Dormston

Decision pending re. application for Lawful Development Certificate for Existing Use – occupation of dwelling in breach of condition 3 of planning approval W/88/0239 (agricultural occupancy condition).

Parish Council have made no objection/comment.

1. **Finance**
2. Clerk had presented financial summary in item 5a.
3. Clerk presented the proposed payments (see Clerks Report, item 5a) these were approved by the Council and cheques signed. ***Action: Clerk to process payments***.
4. **Correspondence**
5. Clerk read the Crime Report from PCSO Tinkler;

Shed Break 01/08

Theft from a farm 10/08

Attempted burglary 04/09

Cllr Laight advised that several vehicle crimes in Cookhill and Bradley Green had taken place recently including drilling out the lock of a VW Golf and an Audi, police have confirmed that they are watching a gang known to be “working” the local area in connection with these crimes. Cllr Robinson also reported a spate of thefts in local neighbouring parishes and warned that car keys should be stored away out of sight at night as there have been instances where devices have been used to remotely access the key code for vehicles.

1. Clerk advised that the Parish Council have been asked to complete an Open Space Assessment Survey. ***Action: Clerk to complete and return.***
2. Clerk read out an email from Wychavon DC in relation to NHBS, requesting that the PC give thought to how the funds available may be used. ***Action: Chair to chase up with Village Hall Committee.***
3. ***Councillors Reports and Items for future agenda***
4. Cllr Tonry advise that a hedge requires cutting back on the turning off Dormston Lane onto Cockshut Lane. ***Action: Clerk to write to householder.***
5. Cllr Robinson wished to record her apology to locals for referring to the “Red Hart at Dormston”, she has recently been advised by a resident that it is actually in Kington.
6. **Date of Next Meeting**

To confirm the date of the next Ordinary Parish Council Meeting is scheduled for the 12th November 2018 at 7:45pm at Kington and Dormston Village Hall.

 Meeting closed at 8:50pm.

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Signed – Chairman

Appended – Notes re. Public Question Time

**NOTES RE. PUBLIC QUESTION TIME**

A member of the public asked which direction the speed sign should be facing. Cllr Farman responded that it may face in whichever direction it is erected. The member of the public stated that there is a problem with speeding through the village.

Cllr Farman confirmed that he is looking to pass on the responsibility for the speed sign to a willing volunteer and would welcome any interest. Cllr Farman also advised that the speed sign is a shared resource with the Parish Council of Naunton Beauchamp and therefore is relocated at regular intervals between the two parishes.