**Minutes of Meeting**

| **Subject:** | **Elmley Lovett Parish Council Meeting** |
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| **Location:** | **Cutnall Green & District Memorial Hall** |
| **Date and time:** | **Held on 23rd April 2013 at 19.30 hours** |
| **Present:** | J Homer (JH)A Aston (AA) J Bache (JB)A Barlow (AB) | Chairman of meeting |
|  | A Maiden (AM) |  |
| **Apologies:** | N Cutler (NC)L Brookes (LB) County Councillor M BroomfieldDistrict Councillor A Miller  |  |
| **Distribution** | Parish CouncillorsDistrict CouncillorsCounty CouncillorParish notice board | (The Clerk was asked to ensure that in future an agenda is distributed to Mr A Fisher) |
| **Date issued:** | 29th April 2013 |
| **Item** |  | **Action** |
|  | **Declarations of interests**Mr Aston and Mrs Bache are members of the Memorial Hall Committee. Mr Homer is a member of the Elmley Lovett Parochial Church Council. Mrs Brookes is a member of Hartlebury Parish Council.  |  |
|  | **Minutes of meeting held on 12th March 2013**The minutes of the above meeting were approved and signed. |  |
| 3. | **Matters arising** |  |
| 3.1 | **Highway maintenance – Jingle Joys bridge and potholes/surface erosion** Clerk to follow up responses due from Environment Agency and Worcestershire Highways.Potholes have been marked for remedial works, none are at the start of Elmley Lane where the road surface is poor. Mud washing off the fields onto the lanes is still a problem following rainfall. |  |
| 3.2 | **Footpaths grants**The clerk emailed to enquire into additional grants available to fund the lengthsman to clear footpaths. AB advised that he was informed that the application deadline is imminent and it is already too late to apply in this round. The Council agreed to defer for this year, AB will follow up later in the year with a suitable proposal for an application if grant funding is available.  | **Action****AB**-follow up grant footpaths funding if available |
| 3.3 | **Potter Group – planning application ref W/12/000081/CM, General application for hazardous substances consent at Warehouse 16, Site 7, Cutnall Green, WR9 0NS**A response was drafted and submitted by NC on behalf of the Parish Council. |  |
| 3.4 | **Stile near to St Michael’s Church**The stile was inspected and found to be sturdy but perhaps too high and there is no requirement to provide dog access. AB will ask the owner to remove the top rail to reduce the height. | **AB** – follow up stile inspection |
| 4. | **Planning** |  |
|  | Application ref: W/13/000339/HETApplicant: Mr I StringerLocation: Callow Farm, Sneads Green, Elmley Lovett, WR9 OPZProposal: Extension of time application for planning application ref W/10/0466/PP for a single storey infill extension between the main dwelling house and adjoining leisure building.No comments.  |  |
| 5. | **Bank balances and financial transactions requiring authorisation** |  |
| 5.1 | **Bank balances**

|  |  |
| --- | --- |
| at 31.03.13 | £ |
| Barclays current account no. 40319465 | 446.69 |
| National savings account no. 138040611 | 213.48 |
| Nationwide Building Society | 423.11 |
|  | 1083.28 |

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| 5.2 | **Payments due – authorisation required**

|  |  |
| --- | --- |
|  | £ |
| Playsafety ltd – inspection invoice Worcestershire CALC – 2013/14 membership Doolittle & Dalley – village green rental for 2 years | 78.00138.742.00 |
|  | 218.74 |

*Approved.* | **Action**  |
| 6. | **Correspondence for circulation**The lengthsman scheme allocation for 2013/14 is £2053.33. The programme of works will be presented to the AGM. Councillors are asked to email the Clerk details of any urgent issues arising between meetings. |  |
| 7. | **Items of parochial interest** |  |
| 7.1 | The Council has registered for RTI payroll with the Inland Revenue. |  |
| 8. | **Next meeting – Annual General Meeting**Tuesday 14th May 2013 at 19.30 hours at Cutnall Green & District Memorial Hall. ***Please email reports to the Clerk by May for distribution prior to the meeting.*** |  |
| 9. | **Meeting closed** 20.00 hours. |  |