**WARNDON PARISH COUNCIL**

Minutes of a meeting of the Parish Council held Monday 1st April 2019 at Lyppard Hub commencing at 7.30pm

**PRESENT:**

Cllrs N Fielden (Chairman), V Barrall, D Long, D Merriman, R. Morris. A Taylor, A Cross

**Also present:** County Cllr A. Roberts, City Cllrs S Hodgson & L. Hodgson, Parish Warden A. Booth, Police and x8 Public.

**APOLOGIES:**

Cllr R. Harris

**DECLARATIONS OF INTEREST & APPLICATIONS FOR COUNCILLOR**

**DISPENSATIONS**

None

**Public Session – matters discussed:**

* There appear to be two ponds being built by the small lane by the church. Confirmed to be for newt mitigation together with fencing, tree clearance in line with planning conditions.

|  |  |  |
| --- | --- | --- |
| **ITEM:** | **MINUTE RECORDED:** | **ACTION AGREED:** |
| 96 | **The Minutes of a meeting held 4th March 2019, as amended,** were agreed and signed as a true record. Proposed Cllr Taylor, Seconded Cllr Morris, all agreed. (90) amended to read ‘Evangelical’ Church. |  |
| 97 | **Reports**  Police – nine vehicle related crimes noted.  VAS – no report.  Ward Cllrs – no report.  County Cllr – reports as via the Chairman.  Concerns noted re people using the new Trotshill Way crossing already as not yet working. |  |
| 98 | **Environmental Matters**  Councillor report as circulated by Cllr Merriman. Grass cutting starts 8th April – noted.  Parish Warden report – as circulated. The PC noted that A. Booth is moving roles with the City Council and was thanked for all work done to date for the parish.  Worcester City SLA – draft as circulated. Review date Feb 2020 noted. New Parish Warden details to be included. Invoicing a concern as late for year end. The draft was proposed for adoption by Cllr Morris, seconded Cllr Barrall. All agreed.  Parish Lengthsman contract 2019-20 – it was proposed by Cllr Taylor, seconded Cllr Long to sign the contract. All agreed. The PC noted the lengthsman scheme training requirement.  Village Gateways – report as circulated by Cllr Morris. Scheme currently on hold. |  |
| 99 | **Planning & Rights of Way Matters**  Cllr Harris had circulated a report on recent matters considered.  Cllr Taylor confirmed that the golf course mast is still in consultation period and a response will follow.  Neighbourhood Plan – Cllr Taylor had circulated a report. Grant funding £5400.00 – approx. £3000.00 spent in year so a repayment will be required when reconciled. |  |
| 100 | **Leisure & Community Affairs**  No Cllr report made.  Allotments – Cllr Morris had circulated an update. Tenancy invoices almost all paid. Concern raised re gates not replaced at Trotshill entrance and some fencing also required.  The proposal by Cllr Morris, to form an Allotments Management Committee, was considered. Terms of Reference are to be drafted, but the PC agreed the proposal in principal and asked Cllr Morris to progress with tenants.  Newsletter – Cllr Merriman confirmed it is at the printers and circulation is expected approx. 11th April.  Facebook – Cllr Merriman was approved to be the interim administrator whilst there is no Clerk. |  |
| 101 | **Financial & Governance Matters**  Statement of accounts – currently in year end reconciliation – to follow.  Financial Regulations – it was proposed by Cllr Morris, seconded by Cllr Taylor, to adopt the draft  as circulated. All agreed.  GDPR – all documents to be reviewed in May.  Interim Clerk arrangements – draft agreement as circulated. It was proposed by Cllr Taylor, seconded Cllr Cross, that R. Morris be appointed as Interim Clerk in line with the agreement circulated. All agreed (Cllr Morris abstained). It was noted that no payment would be received for being Interim Clerk due to R. Morris having been a Councillor prior to the role. |  |
| 102 | **Reports from Outside Bodies**  Lyppard Hub – none  Worcester City Standards Board – none  CALC – as circulated by the Clerk |  |
| 103 | **Councillor Reports & Items for Future Agendas**  The PC noted revised work dates for play areas.   * Tolladine Rd – 4th April * Trotshill East – 8th April |  |
| 104 | **Report of the Clerk**  Accounts were approved for payment – proposed Cllr Taylor, seconded Cllr Morris. All agreed.  £676.21 Clerks salary (to 3rd April 2019)  £tba Clerks phone/internet/mileage  £503.71 HMRC PAYE Q4 payment  £30.25 Waterplus Payments – allotments supply £2000.00 Lyppard Hub fete funding (retrospective – paid bacs)  Money received - £1702.58 allotment fees  It was noted that this would be M. Alexanders last meeting as Clerk and she was thanked for all work done since starting in 2012. |  |
|  | **There being no further business the meeting closed at 8.15 pm**  **Next meeting to be held on 13th May 2019.** |  |