

# ELDERSFIELD PARISH COUNCIL

**Minutes of the Meeting of Eldersfield Parish Council held on  
Monday 8<sup>th</sup> May 2017 at Eldersfield Lawn School, commencing at 8.35 p.m.**

**Present:** A. Davies (Chairman), A.J. Etherington, Mrs D Holt,  
J. Keighley, Mrs C Powell-Chandler, Mrs S Rush, Mrs R. Willder

**In Attendance:** District Councillor Bronwen Behan

**Members of the  
Public:** -

## **1. To elect a Chairman**

Mr Davies offered himself for election as chairman. After a short discussion it was **RESOLVED** that Mr Davies be appointed Chairman.

## **2. To elect a Vice Chairman**

Mrs Willder was asked if she wished to offer herself for election as Vice Chairman. She declined. She explained that for personal reasons she was resigning, both from the position of Vice Chairman and from the Council, with effect from the end of the meeting.

The Chairman said that he accepted that decision with regret. He thanked Mrs Willder on behalf both of the Council and the councillors for her help and assistance she had given over the years. He hoped that it might be possible at some later stage to welcome her back to the Council.

After a discussion, Mr Keighley emerged as a candidate for the post. It was **RESOLVED** that Mr Keighley be appointed Vice-Chairman.

## **3. Apologies for absence**

Cllr O. Williams

## **4. Members' interests**

None

## **5. Adoption of the Minutes of the previous meeting**

The draft Minutes of the meeting held on Monday 3<sup>rd</sup> April 2017 were accepted as a true record of that meeting and were signed as such by the Chairman of the meeting.

## **6. Matters arising**

None

## **7. Reports from District and County Councillors**

There was no report from the County Councillor.

Mrs Bronwen Behan, the District Councillor, advised members that the Chief Executive of WCC had tendered her resignation.

She also informed members that the Planning Portal would be down for a week and that WCC had adopted powers to combat the problem of dog fouling.

She had also visited the new refuse incinerator which she found very impressive.

## **8. Public Comment**

None

## **9. Planning**

### **SUMMARY OF PLANNING DECISIONS SINCE LAST MEETING**

- 16/01296/FUL**      Excavation of lagoon to hold biofertiliser, safety fence and associated works
- Land At (Os 8015 3026), The Granary, Unit 6, The Hawthorns, Pillows Green, Staunton, Worcestershire, GL19 3NY

#### *Council's Comments*

We have no objections.

*Approved*

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- 16/01637/HOU**      Single storey rear extension to provide kitchen, dining room and utility room.
- Brindle Cottage, Lime Street, Eldersfield, Worcestershire, GL19 4NX

#### *Council's Comments*

We have no objections.

*Approved*

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- 16/01657/FUL**      Retrospective planning permission for variation of Planning Permission  
15/00284/FUL - condition 4 to allow the use of the building for offices, showroom and display area.
- Cromer Farm, Pendock, Worcestershire, GL19 3PG

#### *Council's Comments*

Under consideration

*Approved*

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### **SUMMARY OF PLANNING APPLICATIONS AWAITING DECISION**

- 16/01748/FUL**      Conversion of granary into ancillary residential unit - including single storey extensions
- Cromer Farm, Pendock, Worcestershire, GL19 3PG

#### *Council's Comments*

No comment

*Pending decision*

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- 16/01749/LBC** Conversion of granary into ancillary residential unit - including single storey extensions
- Cromer Farm, Pendock, Worcestershire, GL19 3PG

*Council's Comments*  
Under consideration

*Pending decision*

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- 17/00170/LB** Internal alterations  
Hooze Farm, Eldersfield, Gloucester, GL19 4PJ

*Council's Comments*  
We have no objection.

*Pending decision*

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## **10. Accounts**

The draft accounts were noted.

The Chairman asked the Clerk why the grant made to the Parochial Church Council of St John the Baptist had not been included as expenditure during the year.

The Clerk reminded the Council that the accounts were prepared on a receipts and payments basis and showed only amounts which the Council had paid during the year. The fact that the request for the grant had been made during the financial year was irrelevant since the Council was neither under an obligation to make the grant nor had entered into a commitment to do so.

In response to a further query from the Chairman, he clarified that the Council's financial year ended on 31<sup>st</sup> March, i.e. the date shown on the accounts, and not at the end of the tax year, 5<sup>th</sup> April.

It was **RESOLVED** that the accounts circulated by the Clerk prior to the meeting be approved and adopted as the Accounts of the Council and that they be attached hereto as Appendix A

## **11. Accounts**

Council noted the report of the Internal Auditor for the Financial Year ended 31st March 2016 as circulated prior to the meeting

## **12. Accounts**

It was **RESOLVED** that the Chairman be authorised to sign the Annual Return Section 1 for the Financial Year ended 31<sup>st</sup> March 2017 as circulated by the Clerk prior to the meeting

### **13. Accounts**

It was **RESOLVED** that the Chairman be authorised to sign the Annual Return Section 2 for the Financial Year ended 31<sup>st</sup> March 2017 as circulated by the Clerk prior to the meeting.

### **14. Investment Policy**

It was **RESOLVED** that, in accordance with item 15 of the minutes of the meeting of 11th May 2006, the Council's investment policy remain that all funds be maintained in a current account and that this Policy be reviewed annually.

### **15. Risk Assessment**

The Councillors considered the Risk Assessment Policy adopted on 14<sup>th</sup> July 2011 and decided that no amendments were required.

### **16. Committed Funds**

The report circulated before the meeting was noted.

It was agreed that no expenditure would now be incurred in respect of a flag and therefore no reserve or provision should be made in respect of it.

### **17. Lengthsman**

No report had been received from the Lengthsman.

### **18. Car parking outside the school**

The Chairman reminded members that how the Council could spend the money it took from Council Tax payers was constrained by the law. The legal problems initially feared by the Council were gradually being resolved. He said that under s57 of the Road Traffic Regulation Act parish councils were allowed to provide 'parking spaces' on land, whether public or private (subject to consents and various conditions). He said that WCC would not consider the areas being created as *designated* parking spaces because the spaces would not be delineated by dotted white lines (or other such markings) and they would be too narrow to accommodate a full car. Because the primary aim of the project was solely to provide an area for cars to park in order for parents to drop off (or pick up) children from the school, the area was best described as a 'drop off and pick up zone', although he accepted that some parents would no doubt park in the spaces being provided for some hours while they attended functions at the school.

He confirmed his view that the parking spaces which the Road Traffic Regulation Act permitted parish councils to make were not necessarily spaces which would be designated as parking spaces by the local county council (e.g. a parking space created by a parish council on, say, private land was a parking space under the Act even though it was not a 'designated parking space' nominated by a local county council).

He confirmed that the above interpretation reflected a legal opinion he had requested from NALC.

Members warmly endorsed this statement.

It was **RESOLVED** that the Parish Council financially support the improvement proposed opposite the school.

After further debate, it was **RESOLVED** that the Parish agrees to authorise a grant of up to £10,000 for the work to be carried out outside the school to facilitate the arrival and departure of the children.

#### **19. Insurance**

The Council noted that Zurich had failed to send the Council a quotation for the year commencing on 1st June 2017, despite requests to do so and it noted that the Council required insurance from that date. Accordingly it was **RESOLVED** that the Clerk, having consulted the Chairman, be authorised to reinsure with Zurich or to insure with such other insurer on such terms as might seem to him reasonable and appropriate.

#### **20. CALC**

After a short discussion it was **RESOLVED** that the Council renew its membership of Worcestershire CALC for the year commencing 1st April 2017 at a cost of £340.87.

#### **21. Authorisation of Disbursements**

It was **RESOLVED** that the following disbursements be made for goods and services received:

£ 234.09	J L Gabbott
£149.60	HMRC
£340.87	CALC
£290.00	Martin Reeves (MPR Handyman Services, re telephone kiosk)
£25.47	WCC (hire of hall 8 <sup>th</sup> May 2017)

#### **22. Correspondence**

The following correspondence was noted

- St John the Baptist Church: letter of thanks for grant

#### **23. Future Meetings**

It was agreed that the next meeting of the Council would be held on Thursday 13<sup>th</sup> July 2017 at Eldersfield Lawn School commencing at 7.30 p.m.

#### **24. Other business**

None

There being no other business, the meeting closed at 9.26 p.m.

JLG  
1.6.17