

Minutes of the Annual General Meeting of Ripple Parish Council held at Ripple Parish Hall on Monday, 13th May 2019 at 7.00pm

Public Question Time: From 7.00pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council Meeting.

MINUTES

- Present: Cllrs Armit, Blake, Davis, Jones, Sutton and Weyman, District Cllr Jeremy Owsenon, 1 member of the public. In attendance Mrs V Forth - clerk
1. Election of Chairman and signing of Declaration of Office
It was unanimously agreed that Cllr Aldridge be appointed as Chairman in his absence.
Cllr Aldridge had previously agreed that if elected he was willing to accept the role.
The declaration of office (signed by Cllr Aldridge prior to the meeting) was presented.
Proposed by: Cllr Jones
Seconded: Cllr Weyman
2. Apologies
Apologies received from Cllr Aldridge and Cllr Baun reasons approved.
3. Election of Vice Chairman
Cllr Jones was proposed as Vice Chairman and signed the declaration of office.
Proposed by: Cllr Davis
Seconded: Cllr Sutton
4. Declarations of Interest:
a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
None
b. To declare any Other Disclosable Interests in items on the agenda and their nature.
None.
Councilors who have declared a Disclosable Interests in items on the agenda and their nature. Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items. Cllr Jones advised of his interest in the planning item relating to Stratford Bridge Cottage as a neighbour.
5. To note RPC Standing Orders (circulated by email)
Unanimously agreed by all present.
6. To note the Code of Conduct (circulated by email)
Unanimously acknowledged by all present.
7. Minutes
The minutes of the meeting held on 8th April 2019 were approved by the meeting and signed by the Vice Chairman.
8. Proposed by: Cllr Weyman
To receive report from District Councillor
Cllr Owsenon advised that the new reception area at The Council House would offer a direct point of contact. The development at Court Lea would be subject to reconsultation and was likely to go through under delegated power. Cllr Jones would await any residents comments as to whether they would require RPC to represent. The RPC bench had been reinstated on conclusion of the A4104 works, discussion continued as to whether a rubbish bin had been adjoining the original bench. Cllr Sutton confirmed that there was originally a bin. Cllr Owsenon kindly offered the sum of £500 from his ward budget to pay for the installation of a replacement.
9. To receive report from County Councillor
No report received – Cllr Middlebrough was attending Severn Stoke PC APM.
10. Progress reports from:

Clerk:

General administration of correspondence emails and post. Uploading of documents to WCC website. Discussions regarding Section 106 funds for Recreation Ground refurbishment project and potential other projects. Application drafted and submitted to Forth. Monitoring and setting up additional new "@pwworcs.co.uk" email accounts for all councillors. It was agreed to set a date to instigate the use of the new email accounts after the APM. Clerk to assist any Councillor who is unable to access the account. Discussion with Cemex regarding potential funding application and assistance with Recreation ground renovation project. Discussion with McDonalds staff at Strensham Services regarding litter pick. Liaison with grass cutting contractor and agreement to take on Lenghishman duties on a month by month basis whilst recruitment continues. Meeting with

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internal auditor to review accounts. Preparation, publication and distribution of APM invite, liaison with various parties to arrange attendance including West Mercia Police and other local entities. Provision of material for APM and hospitality. Discussion with the Uckinghall Pay Area committee.

Management:
Management Group, joined by Cllr Aldridge met to review on-going issues and set agenda for this meeting. Review of minutes of last meeting. Further discussion regarding feasibility of potential projects for Section 106 funding within parish. Review of comments from WCC & MHDC regarding request for confirmation of receipt of funds from Taylor Wripley (CIL/Section 106 contribution). Review of Annual Parish Meeting procedure and appointment of members. Chairman attended Upton Town Partnership meeting. Discussion regarding review of trees within parish and Lenghishman.

Finance:
Checks from last meeting distributed. Ledger updated.
Draft annual accounts prepared and presented to internal auditor.

Urgent Decisions:
None.

Staff and Training:
CALC website down due to major technical issues and being rebuilt.
New training schedule will be made available when the current issues are resolved.

Planning:
Councilors are requested to review applications/documents online please.
Please note that with immediate effect submission will be circulated by Cllr Jones for comment.

19/00584/CM	Grove House Yard Tewkesbury Road Upton Upon Severn	Planning application made under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary Condition 2 of Planning permission ref: 14/00045/CM Proposed extension to existing waste transfer station building to amend the design of the building extension and omission of the proposed 2 metre high wall.	Pending decision
19/00167/LB	Stratford Bridge Cottage Stratford Bridge Ripple Tewkesbury GL20 6HE	Demolition and replacement of garage	Pending decision
19/00473/HP	Cottage Stratford Bridge Ripple Tewkesbury GL20 6HE	Demolition and replacement of garage	Pending decision
19/00374/HP	34 The Woodlands Ryall Upton Upon Severn Worcester WR8 0PQ	Demolition of Existing garage and conservatory. Rear and side extension for new Lounge, dining and kitchen. New garage to side of dwelling. Upper level loft conversion for new master bedroom suite.	Pending decision
19/00068/FUL	Land at (OS 8726 3749) Bow Lane Ripple	Change of use of land to use for the siting of two timber lodges for holiday purposes, including the laying of hard standing and installation of a package sewage treatment plant	Pending decision

11. Finance
a. To Consider approval of the accounts for the year ended 31 March 2019
The account for the year 1 April 2018 to 31 March 2019 were presented to the meeting and reviewed.

The following items were clarified:-
The reimbursement of the Lenghishman fees was awaited from WCC. Email received from WCC advising they had issues with their accounts system and funds would be paid. Grant income was derived from ward and county councilors budgets. The increase in expenditure on Grasscutting and trees was due to works carried out on the recreation ground trees and clearing of foliage on the bank. Hall hire cost cover the period 2016/2017 invoices submitted in 2018 by Parish Hall.
It was unanimously agreed to accept the accounts, the Vice Chairman approved and signed. Cllr Armit commented that the accounts were well presented and showed good management of the finances for the parish. (Copy of accounts attached herewith)
Proposed by: Cllr Weyman
Seconded by: Cllr Davis

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b. Approval of invoices

Payee	Amount	Cheque No	Purpose
Penpal Studio Ltd	£612.00	1262	APM Invite Leaflet
Smartcut Ltd	£428.40	1263	Grass cutting 27/03/19
Smartcut Ltd	£856.80	1264	Grass cutting 11/04 & 25/04/19

Proposed by: Cllr
To receive report from Footpaths Officer

Seconded: Cllr

12. No report received.
13. Ripple Annual Parish Meeting arrangements
Clerk reported all matters were in hand for the meeting. It was agreed that should Cllr Aldridge be unable to attend the APM the Vice Chairman would take over the running of the meeting.
Cllr Weyman offered to assist with the car parking.
Bow Lane Gravel Extraction Update
14. Nothing to report.
15. Funding – Recreation Ground
Nothing to report.
16. Councilor comments and items for next agenda.
Cllr Armit suggested that further contact should be made with the Safer Roads Partnership and reiterate that vehicles travelling at 47mph on the Ryall Road is unacceptable. Further action should be requested. Closure of the access at the Bluebell junction could be considered. Cllr Sutton suggested this action would require full consultation.

Meeting concluded at 8.45pm.

Date of next meeting – Annual Parish Meeting on Friday, 17th May 2019 at 7.00pm

Signed:



Date: 10th June 2019

Phil Aldridge – Chairman Ripple Parish Council

