

The Minutes of Berrow Parish Council
Held at Berrow and Pendock Village Hall on Monday 3rd September 2012

Present: Cllrs Mr Richard Fellows, Mr Stan Morse, Mr Rob Morgan, Mr Geoff Shail, Mr Mike Thomas and Mrs Ruth Coates.

In attendance: Clerk and 2 members of the public.

The meeting was adjourned for **Public Question Time**, notes of which are appended to these minutes.

1. **Apologies:** There were no apologies

2. **Declaration of Interests:**
 - a. The remaining councillors submitted their Register of Members Interests as defined under the Localism Act 2011.

 - b. **Personal Interests:** Cllr Fellows declared he had a family interest in item 8 on the Agenda.

3. **Minutes:** The minutes of the meeting held on 21st May were approved and signed.

4. **Progress Reports:**
 - a. **Berrow & Pendock Village Hall Lease:** The Chairman reported that a letter had been received from Masefield Solicitors which had been circulated to all councillors on both Berrow and Pendock Parish Council. This letter set out the renewal proposals of the landlord.
The main points of the new terms were as follows:
 - The landlord to take possession of the upper room of the hall
 - The rent to remain at £10 per year
 - The landlord to have full use of the hall on Sundays and 12 other occasions in the year some of which would be a Saturday
 - The lease term could be 25 years
 - The tenant to be responsible for roadway maintenance of both the brown and green area on the plan of the current lease.
 - Should the vicarage be disposed of provision needs to be made with regard to sharing of the costs of foul drainage.

The views of each parish had been sought and representatives of both parishes were at the meeting.

After a detailed discussion on each point it was agreed that a letter should be sent to Masefield Solicitors who, acting on the Council's behalf should make the following representations to the landlord:

- For the landlord to regain possession of the first floor would be out of the question. The room is currently a store room for the hall, there is no separate access to the upper floor and should there be a function on both up stairs and down stairs it would make security, catering and facilities unworkable.
- The Councils are happy to let the landlord continue to use the hall free of charge on Sundays for worship and up to 12 other occasions in the year, but with limits placed on Saturday use.
- A copy of the plan which accompanies the current lease would be welcome to ensure that the revised roadway maintenance and appropriate rights of access is acceptable in the light of the possible disposal of the vicarage at some time in the future.
- The councils see no objection to assisting in the costs of foul drainage, but it should be pointed out that much of the use of the toilet facilities will be because of the landlord's use of the facilities.
- Finally, the councils wish to point out that they have over the years spent a great deal of money in restoring the building to its present condition having taken it over in a near derelict state. It is a focal point of the two parishes and vital to the wellbeing of the local community. Any further restrictions on its use, such as taking over the Upper Room or depriving the community of the facilities on a Saturday would be very detrimental to the social activities of the two parishes.

b. Berrow and Pendock Village Hall redecoration: It was reported that Mr G Gittings had redecorated the hall at a cost of £925 to be paid from the Village Hall Committee funds. The Scouts had also done an excellent job at painting the seat around the tree.

5. Adoption of the Code of Conduct: It was reported that the current Code of Conduct had been abolished on 1st July 2012 under the Localism Act 2011 and that each Parish would be required to adopt a code of its own to replace it. A model was submitted to the meeting and proposed and seconded for adoption. The Chairman signed the code on the Council behalf.

6. Financial Report: The Clerk reported that the following transactions had taken place since 1st April 2012:

Outgoings:	£
Insurance	428.07
Solicitors re: village hall	150.00
Internal Audit	50.00

Incomings:	£
Precept	625.00
Vat refund 2010 & 2011	18.75
Funds Available:	£
Opening Balance	1,427.53
Less: Outgoings	(628.07)
Plus: Incomings	643.75
Closing Balance	<u>1,443.21</u>

7. Malvern Hills Partnership: The Clerk reported that a detailed investigation was undertaken by the Malvern Hills Partnership and Community First to determine the needs of rural communities and to ensure that their needs were being met by the Council and other providers of services. The results focused primarily on communication and with Longdon ward in particular, that communication needed to be not only Worcestershire focused but also Gloucestershire as many from the community were more Gloucestershire orientated for their medical, social and domestic needs.

Three areas where Community First could help the parishes in the Longdon ward were:

- a. A grant of £500 was available for providing communication to the parish
- b. A free website for the parish was available through the County Council
- c. Malvern and Evesham College were able to offer a laptop for use within the parish

The Clerk reported that there was a parish website as yet unused and pointed out that because the parish was very spread out, and communication was very difficult in the circumstances with no village hub, that she would be happy to set up the website as a means of helping with encouraging communication in parish matters. Those Councillors with internet access were happy to accept this offer and would look forward to seeing the results.

8. Planning: It was noted that the planning application 12/00993/HOU for a porch onto a listed building had no opposition and approval was recommended.

9. Correspondence for Information: None noted

10. Councillors' reports :

- a. After the recent closure of both motorway bridges it was noted that Netherley Lane had become a mess with cut up verges and deep ditches where vehicles had become stuck and bogged down. The Clerk was asked to approach the highways department to request repair work as soon as possible. It was not anticipated that either bridge would be closed again and therefore there should be no reason to delay any highways work along this lane.

- b. On completion of the new Village Hall lease, it will be essential to appoint a new Village Hall Committee and names were put forward of likely members. It was agreed to approach Robin Williams, Jo Thomas, Gill Robson and Andrew Rambridge to see if they would be prepared to stand for membership.
- c. The Council were reminded that there is now a vacancy on the Parish Council following the resignation of Lesley Turpin. All the necessary documentation had been completed with the Monitoring Officer and the council was now free to co-opt another member. It was agreed that the Chairman would approach Angela Tomlinson to see if she was prepared to join the Parish Council.

11. Items for future agenda:

- a. Village Hall lease
- b. Netherley Lane
- c. Parish Website

12. Date of next meeting : 8pm on Monday 10th December at Berrow and Pendock Village Hall.

The meeting closed at 9.10pm.

Signed

Chairman

Date.....

Notes of Public Question Time

Two members of the public were in attendance but raised no questions during question time.