

Birtsmorton Parish Council

Draft Minutes of a Meeting of Birtsmorton Parish Council
Monday 21 March 2016 at 8.00pm – Berrow Village Hall

Present: Chair: Michael Barnes
Councillors: Roger Gillard, Vance Withers, Mary Dowding and Richard Bolton

In attendance: 1 member of the public and Clerk

Public Comments; Mrs Windle explained that the recently sited green notices advertising the forthcoming meeting on March 31 were in no way associated with the efforts of the Parish Council and AONB in advertising to parishioners about the forthcoming opinion gathering meeting due to take place on March 31.

1/2016. Apologies for Absence.

Apologies were received and accepted from Cllrs: Faulkner & John McCormick and DCllr M Davies.

2/2016. Declarations of Interest

1. *Register of Interests.* No updates
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.* None
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)* None

3/2016. Confirmation of Minutes

Minutes of meeting of 23 November 2015 were confirmed and signed as true record.

4/2016. Matters Arising

38/15 Rye Street boundary hedge has been cut. An acknowledgement sent to the owner.
Superfast Broadband looking to go live in June with line works presently continuing in Parish

5/2016 Coombe Green

Representatives attended recent management committee meeting to consider way forward with land management and Parish Council subsequently confirmed the plans for the forthcoming opinion gathering meeting on March 31st. Mrs Windle had kindly taken on the responsibility of delivering all the publicity flyers (generously produced by AONB) to Birtsmorton households. All parish councillors were encouraged to be present to assist in the gathering of opinions from those in attendance. The chairman would welcome parishioners and provide an introduction.

6/2016. Finance Report

a) Current financial situation:

Balance as at 23 November 2015		3999.91	
Income pre meeting	300.00		AONB Grant towards Coombe Green shrub clearance
		300.00	
Expenditure pre meeting			
		0.00	
Expenditure at meeting			
Berrow Hall Hire	50.00		
Four Seasons	165.00		Lengthsman
Clerk	162.33		Oct/Nov/Dec
Clerk	254.61		Jan/Feb/March
		631.94	
Monies available as at 21 March 2016		£3667.97	

1. **RESOLVED** to seek support of previous **Internal Auditor** for FY2015/16 accounts.

2. **RESOLVED** to adopt the recent update to model **Financial Regulations 1.6, 6.4** and incorporation of the specific requirements of The Public Contracts Regulations 2015 in **11**.
3. **PENSION:** The clerk as an ‘entitled worker’ would not be automatically enrolled but acknowledged the opportunity to join a pension scheme to be chosen by the employer and **confirmed decision not to enrol**. The extra duties post staging date – May 2017- (*Return of Compliance every 3 years*) of the employer (Parish Council) not entering into a pension scheme would be executed as per the requirements of the Pension Regulator by the clerk as defined point of contact.
4. **External Audit from April 2017 – RESOLVED** to opt in. Background - With effect from 2017/18 very few small authorities will be required to undergo a limited assurance audit review or to pay any audit fee. Group 3 Opted-in authorities with neither income nor expenditure exceeding £25k will not have an auditor appointed to them, as they will be exempt from audit, and will pay no fee. An auditor will only be appointed if there are electors’ queries about the council’s annual accounts. All authorities will, however, need to complete and publish an annual return in accordance with the Transparency Code for Smaller Authorities and annual exemption form.
5. To comply with the requirements of the **Transparency Code - RESOLVED** to seek government funding for computer equipment. If successful share with Castlemorton and review the situation as and when it arises as regards change of Clerk.

7/2016. Telephone Kiosk

38/15 4. Upon BT Response – Mr Windle is prepared to consider a contract with BT to be responsible for appearance maintenance and glass replacement of the kiosk under the specific guidance of BT. Unless an alternative use for adoption was raised (MH AONB have indicated an interest in the adoption of the local kiosks), this proposed generous offer was considered the most suitable for the present. All parties aware that BT may carry out removal of this kiosk under any future rationalisation programme.

8/2106. Nutshell

Clerk confirmed upon the recommendation of the Parish Council a new annual agreement was due to be returned signed.

9/2016. Parish Drainage.

- Upon request from MHDC drainage board, ditching had been completed along Birt Street as per riparian responsibility.
- The clerk having previously advised the Parish Council on the benefits of the WCC Lengthsman Scheme, it was agreed to engage the services of the Castlemorton Lengthsman for an immediate culvert task on the highway alongside Coombe Green Common and a contract was signed. A site meeting took place along Watery Lane as regards regular flooding and poor drainage and it was agreed to contact WCC for advice. Also to inspect direction signs by telephone exchange.

10/2016 Planning

15/01545/FUL	Birch Farm, Birts Street, Birtsmorton, Worcestershire, WR13 6AW	Proposed change of use of approximately 0.2ha of agricultural land for the siting and installation of two cabins for holiday use only, along with associated change of use of existing agricultural track to allow holiday use, and provision of small car parking area for up to four vehicles	MHDC Recommend Approve
6/00372/ELE	Land adj. Little Tudor, Birtsmorton, Worcestershire, WR13 6AR	The installation of a single pole support within an existing low voltage overhead line. The supply is required to provide an electrical connection to BT PCP broadband cabinet in Birtsmorton	

11/2016 District Councillor Report

DCllr Mick Davies in a report included

- Adoption of SWDP.
- Work continues on the Supplementary Planning documents that compliment the main plan, one on Affordable Housing and one on Gypsy and Traveller Accommodation are out to consultation now.
- Shared Housing Service has been created with a single manager (from Wychavon). Some savings will result and there is an expectation of improved service. Hosted at Wychavon.
- The Government, in February accelerated the payment of the new Rural Services Delivery grant by a one off £170,000. That money has not been used to diminish the £5.00 Council tax increase but will be applied to as yet unidentified schemes for supporting economic growth.
- Finance – Deliberations on Malvern Hills Band D Council Tax for Financial Year 16/17, £1594.49 indicate an increase of 3.6% on 15/16 £1538.44
- Meet the Council activities are scheduled for July. Starting to work up a programme so would welcome suggestions for businesses or groups to meet a senior member of the management team.

12/2016. Correspondence

Any information presently sent to cllrs via email and particular reference to:

- Within Castlemorton Parish Council's new initiatives there was a proposal for collaboration particularly as there was presently a shared clerk and a tremendous amount of duplication in administration which was a cost on the precept. Cllrs questioned the necessity of such an arrangement and agreed that they did not wish the Parish Council to lose any identity or independence in embarking on such a scheme and **agreed** not to pursue the proposal.
- Recent retirement of the two local police officers based at Upton.

13/2016. Confirmation of date of next meeting

The next meeting date **Monday 16 May 2016 (Annual Meetings)** at 7.00 pm at Berrow Village Hall.

The meeting closed at 9.15pm

Signed..... Date.....