

## **Parish Council of Alfrick and Lulsley**

Minutes of the Annual Meeting of the Parish Council on Thursday 26th May 2022 at 19:30hrs in the Village Hall, Alfrick.

Present: Cllr B Martin, Chair

Cllrs: Ms B Prodger, R Ashton, N Catlow, A Crockford, G Lowe, G Messervy-Whiting, E Mutter, D. Cllr P Whatley, G M Brewin (Clerk),

Apologies: Cllr T Clarke, C.Cllr Ms K Hanks, D.Cllr Ms S Rouse,

Visitors: three parishioners.

Prior to the council meeting the Annual Parish Meeting was held.

The formal meeting commenced at 20:10 hrs.

**Agenda** - The meeting was opened by the current chairman; Cllr B Martin

**1.**

### **To accept nominations and appoint a Chairman**

By unanimous agreement Cllr B Martin was nominated.

Cllr Martin accepted, signed the 'Declaration of Acceptance of Office' and took the chair.

In taking the Chair he expressed his thanks for the support of councillors over the past year.

**2.**

### **To accept nominations and appoint a Vice-Chairman**

Cllr N Catlow was nominated and agreed unanimously.

**3.**

### **Members' Apologies for Absence**

The apology from Cllr T Clarke was accepted.

**4.**

### **Members' Declarations of Interest**

The clerk reminded members to keep their Register of Interests up-to-date.

**5.**

### **Confirm the minutes of the monthly meeting held 28/04/22. (Circulated in advance)**

These were agreed as a true record and signed by the chair.

**6.**

### **Appoint councillors to committees and representatives to external organisations;**

a) Village Hall Committee: Cllrs T Clarke and G Messervy-Whiting would share the role of attending Village Hall committee meetings. Agreed.

b) Community Shop Committee: Cllr B Martin. Agreed.

c) Two representatives to WCALC Area Meeting: Cllrs A Crockford, B Martin. Agreed.

d) Alfrick Trustee of the Suckley Charities: Cllr E Mutter Agreed.

**7.**

### **Financial Matters**

a) Confirm Clerk's salary and hours of work for 2022-3; (NALC - SCP20 - £13.75/hr) 312hrs/yr, = £357.50/month. Confirmed

b) Approve payment - Annual Council Insurance, A J Gallagher (Came & Co) - £723.30 and accept a 3 yr agreement. Approved

c) Approve payment – Final Payment Children's Play Area, Kompan Ltd - £22007.18 + vat. (£26408.61) Approved

d) Approve agreement with Kompan Ltd – first year inspection programme - £495.00 + vat (£594.00) Approved

e) Adopt new Financial Regulations (Circulated in advance)

These were adopted and signed by the Chair.

**8.**

### **Planning and Environmental Matters;**

Clay Green Farm development, There was a brief discussion about the progress of the site with nothing that required the council's intervention.

9.

**New Play Area.** Cllr R Ashton to report.

Cllr Ashton had circulated a full report in advance of the meeting – see appendix -a

key points were; There were a few small details that still required the contractor's attention. A child had been injured receiving a cut to the ankle from sharp edges on mounting-screw holes, a temporary cover had been applied and permanent plugs would be installed as soon as possible, a temporary information sign was in place pending the installation of a permanent one, some additional seats would be useful and agreement on the formal opening ceremony was needed.

It was agreed that the ceremony would take place as proposed on Saturday 18<sup>th</sup> June at 12:00 noon. There would be a gazebo and sign as for the previous year's show stand with suitable refreshments, District councillors Ms S Rouse and P Whatley would conduct the formal ceremony. Parishioners would be invited via the Summer Newsletter (see item 12, (c) and the local press would be informed.

In noting all this the Chair expressed the council's wholehearted thanks to Cllr Ashton for the professional manner in which the project, the largest the council had embarked upon, had been completed.

10.

**Confirm the adoption the General Power of Competence**

This Council declares that it meets the criteria set by the Secretary of State under the Localism Act 2011 (s8) in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. viz:

- i. At least two-thirds of total number of councillors must have been elected
- ii. The Clerk holds CiLCA 2012 or other relevant qualification.

And therefore confirms the adoption of the General Power of Competence as set out in the above act.

Confirmed

11.

**Adopt the new Local Government Association - Model Councillor Code of Conduct 2020**

(Circulated in advance)

This was adopted and signed by the Chair.

12.

**Clerk's Report**

a) Items from the last meeting. The sale (if possible) of the old VAS traffic speed monitor was outstanding.

Jubilee Plantation access path – adjacent landowner's comments (Circulated in advance)

The clerk explained the situation regarding comments from interested parties and it was agreed that he should continue to discuss these with a view to the council reaching a decision at the next meeting

b) Outstanding matters requiring the council's notice:

New S106 funds for Tennis Court;

There was a discussion on the letter from MHDC advising that £79,898 was available for 'the provision of a playing field and tennis court at Alfrick and Lulsley Village Hall.'

The clerk was asked to contact Mr M Hammond of MHDC to clarify the wording of the designation given the physical restraints of the land at the village hall site and also to contact the Village Hall Committee to clarify if they could implement such a use of funds. It was proposed and agreed that this should be a major item for the next meeting and Mr M Hammond and the Chair of the Village Hall Committee invited to attend and participate.

War Memorial cleaning;

This was expected to take place in the next few weeks depending on weather conditions.

c) Draft Council Summer Newsletter. (Circulated in advance)

Agreed – to be distributed after the Jubilee weekend.

13.

**Items for the next meeting**

Jubilee Plantation access and S106 Funding ( 12 -(a) and 12 -(b) above.

14.

**Confirm the date of the next meeting; Thursday 23<sup>rd</sup> June 2019 at 7.30pm, Alfrick Village Hall.**

Confirmed.

The meeting closed at 21:25 hrs.

Minutes confirmed.....

23/06/2022

*appendix -a*

*The grass mats and turf that had been agreed with Kompan have been laid, further mats may still be added. I have tried out an app for completing weekly inspections of the play area. This seems to work well and produces a pdf file that can include photos of any problems which can all be kept on file.*

*We may be able to include a bench and sign and, possibly, a bin as an addition to our original bid without having to put in a further application, I am liaising with Geoffrey to obtain quotes so that this can be actioned.*

*We were notified of an incident that occurred on Sunday 22nd May 22; a boy cut himself on raised edges of screw holes on the fireman's pole. The mother posted to Facebook which was then emailed to Geoffrey and on to me for action. I phoned Kompan at 9.30 on Monday 23rd May and met with the contract manager in the afternoon, meanwhile Geoffrey has taped over the area as a temporary measure. Dome covers were missed by the contractors and the inspection, they are to be installed as a matter of urgency. I sent a message of apology to the mother and asked for further details to include in an incident report, she has since contacted Geoffrey and her son is fine. The lack of a sign meant she had to use Facebook to contact us, a temporary version, with the Clerk's contact number, has now been attached to the fence. A generic email address that can be added to the contact details on the website and the sign may be useful. I need a decision on this before ordering the new sign.*

*We need to confirm the date and other details of the opening ceremony, provisionally 18th June at 12:00. Kompan will supply some free packs for the children, approx. 25 of them. Some help with organising this would be helpful, and we could use the gazebo and banner from the show. We need to decide on who is going to officially open it and there has been a suggestion that we could ask Bromyard's town crier to start proceedings! Any other ideas are welcome, please contact Geoffrey.*

*If we are going to have a stall at the show, we could promote the play area and other Parish Council activities, this needs to be confirmed asap.*

*Please see the sign below and some ideas for a bench between the swing and the main slide and another in the corner of the field between the fence and the smaller slide. Please let me know if you have any preferences.*