

POWICK PARISH COUNCIL

Minutes of a meeting of the Annual Meeting of the Parish Council held
Wednesday 8th May 2019 at Powick Parish Hall commencing at 7.30 pm

PRESENT: Cllrs A. Lamb (Chairman), C. Phillips (V/Chairman), J. Allsopp, P. Harris, R. Humpage, J. Foy, M. Richmond, D. Jones, R. Willetts, S. Underwood, F. Williams & S. Williams (Parish Paths Warden).

ELECTION OF CHAIRMAN: It was proposed by Cllr Phillips, seconded Cllr Willetts, that Cllr A. Lamb continue as Chairman. All agreed. Cllr Lamb duly signed the Declaration of Office.

APOLOGIES: County Cllr T. Wells. District Cllr K. Wells.

RESIGNATIONS AND APPLICATIONS FOR CO-OPTION: There were no resignations and no applications for co-option to be considered.

ELECTION OF VICE-CHAIRMAN: It was proposed by Cllr Lamb, seconded Cllr Jones, that Cllr C. Phillips continue as Vice-Chairman. All agreed.

DECLARATIONS OF INTEREST & APPLICATIONS FOR COUNCILLOR DISPENSATIONS: All Councillors were reminded of the need to update their Registers of Interest with MHDC by end of May. There were no pecuniary or prejudicial interests declared for this meeting. There were no applications for dispensations.

STANDING ORDERS: Current Standing Orders were noted, and it was agreed that no review is required.

COUNCILLOR CODE OF CONDUCT: The Code of Conduct was duly noted.

COUNCILLOR SCHEMES OF DELEGATION:

Urgent Business Committee – it was proposed by Cllr Humpage, seconded Cllr Richmond, to increase the amount of spend delegated to this Committee from £500 to £1000. All agreed. It was further proposed by Cllr Foy, seconded Cllr Richmond, that the Committee be the Chairman, Vice-Chairman, Clerk and Cllr Allsopp. All agreed.

FINANCIAL REGULATIONS, RISK ASSESSMENTS & INSURANCE REVIEW: It was agreed that the Financial Working Group should review these documents and report back to the PC at a later date.

COUNCILLOR ROLES:

Financial Working Group (FWG) – it was proposed by Cllr Jones, seconded Cllr Humpage that the FWG be the Chairman, Vice-Chairman, Clerk and Cllr Allsopp. All agreed.

Chairman and Vice-Chairman of the Planning Committee – it was proposed by Cllr Jones, seconded Cllr Harris, that Cllr Phillips continue as Chairman and Cllr Allsopp continue as Vice-Chairman. All agreed.

Cheque signatories – it was proposed by Cllr Humpage, seconded Cllr Harris, that the following be signatories: Cllr Lamb, Cllr Phillips and the Clerk for accounts administration. All agreed. It was also

agreed that Cllr Richmond be added when the bank accounts are transferred to Unity Trust Bank shortly.

Callow End Playing Field Assoc. Reps – it was proposed by Cllr Phillips, seconded Cllr Richmond, that Cllrs Jones & Underwood continue in this role. All agreed.

Hospital Lane Playing Field Reps and Pavilion Project Leads – it was unanimously agreed that the Chairman and Cllr Allsopp remain as Reps. It was further agreed that Cllr Phillips remain the Project Lead with the Clerk.

Newsletter Working Group – it was proposed by Cllr Underwood, seconded Cllr Humpage, that Cllrs Richmond, Lamb, Willetts and the Clerk remain as the Working Group. All agreed.

WORCS C.A.L.C. REPS: It was proposed by Cllr Phillips, seconded Cllr Allsopp, that the Chairman and Cllr F. Williams have this role. All agreed.

ITEM:	MINUTE RECORDED:	ACTION AGREED:
19.1	The Minutes of a meeting held 3rd April 2019 were agreed and signed as a true record. Proposed Cllr Foy, seconded Cllr Humpage. All agreed. No matters arising.	
19.2	The Planning Report from a committee meeting held 3rd April 2019 was agreed and signed as a true record. Proposed Cllr Foy, seconded Cllr Humpage. All agreed. No matters arising.	
19.3	Lengthsman Report: The monthly task sheets had been completed. Dark Lane clearance is to be done asap. The verges along Station Rd are crumbling badly and need to be inspected by Highways. Dark Lane / Lower Ferry Lane – new sloping grid over the culvert remains outstanding from last year as agreed by Highways. Thanks were received for a good job done in Bastonford.	Clerk to report matters to Highways as raised.
19.4	Financial & Governance Matters: The statement of accounts was deferred as currently with the Internal Auditor. The insurance renewal was noted and agreed. Data protection docs need to be reviewed and the Data Protection Officer re-appointed.	Clerk to progress the internal audit. Clerk to circ. Data Protection docs for review and liaise re DPO re-appointment.
19.5	Parish Matters: The Council has been consulted on new street names for development areas in the parish – the areas of developed land at Winsmore and at Sparrowhall Lane. Having consulted the 1841 Tithe Map, it was proposed by Cllr Jones and seconded Cllr Richmond, that the Winsmore development street names be suggested as 'The Furlong' (extension of Winsmore) and 'Hooper Close'. The Sparrowhall	Clerk to notify MHDC Street Naming Team as agreed.

	Lane development street names to be 'The Vineyard' and 'Damson Way'. All agreed.	
19.6	<p>Parish Newsletter: Cllr Richmond updated the Council re the next edition articles which are shortly to be collated by the Clerk. Next edition due to be distributed in July.</p> <p>Cllr Underwood reported on the article relating to young people in the parish and it was noted that an article will be written for the autumn newsletter.</p> <p>Newsletter distribution is currently working well but Old Hills need a new distributor.</p> <p>Cllr Underwood thanked the Council for delivering MHT leaflets with the last edition.</p>	Cllr Richmond and the Clerk to progress the newsletter.
19.7	<p>Powick 'Tommy' Silhouette: It was agreed that the Clerk should check with Land Registry regarding ownership of the land either side of the entrance to Old Rectory Close as it remains unclear as to who owns it.</p>	Clerk to do a Land Reg search.
19.8	<p>BT Kiosks: Two Volunteers have come forward and have been contacted by Cllr Richmond. Both are interested in helping re future usage. Cllr Richmond has also contacted a potential contractor for a quotation, who has done another charity kiosk in the parish.</p>	Cllr Richmond and the Clerk to follow up quotation.
19.9	<p>'Climate Emergency': Cllr Underwood asked the Council to consider signing up to a national initiative called 'Climate Emergency' https://climateemergency.uk/. A Working Group would need to review the criteria and ensure that commitments can be followed through. It was agreed that Cllr Underwood should look at the scheme in more detail and bring the matter back to a future meeting for further consideration.</p>	Cllr Underwood to look in to 'Climate Emergency' in more detail and place on a future agenda.
19.10	<p>Playing Field Reports:</p> <p>Callow End – next meeting to be held 23rd May. Festival tickets selling very well. Reps to ask the Committee to ensure that the Clerk receives copies of the Minutes and zip wire reports. The playing field usage has increased since the new track has been in place.</p> <p>Hospital Lane – the Chair updated the Council on the pavilion project meeting held with MHDC on 30th April and the s.106 money now available. It was noted that the car park needs to be a stage of the overall project build which will need to be approved by the S.106 MHDC Committee. The £40k staged payment can then be applied for the car park. MHDC have offered a member of their team to act as Project Manager, who will work alongside the Parish Council to advise and guide through the build / funding process for an agreed fee. Next steps would be a building regs application to start works, finalise the planning permission and confirm discharge of</p>	

	<p>conditions. It was proposed by Cllr Richmond, seconded Cllr Foy to approve an MHDC Officer as Project Manager as quoted. All agreed. It was noted that the VAT aspect of the project build also needs to be clarified to ensure it can be reclaimed; the Clerk was asked to investigate urgently. The Project Group will also need to be reconvened shortly once MHDC and the VAT have been confirmed.</p>	<p>Clerk to confirm VAT position asap and advise MHDC of the decision re Project Management.</p>
19.11	<p>Link Nursery: Cllr Richmond had circulated a report regarding the new gates / posts recently installed. It was agreed that we need to establish the facts re ownership of the access road, and it was noted that the Council has a right of access for vehicles and to lay services to our land. The Clerk was asked to do a Land Reg. search to establish the boundary of NHT land.</p>	<p>Clerk to do a Land Reg search as requested.</p>
19.12	<p>District & County Councillor Reports: The following matters had been raised via email report – Bowling Green pathway – District Cllr to speak with Manor Farm. Litter bin requested in Powick Village – Clerk to ask District Cllr to fund 50% of cost from District Fund and to check MHDC re collections.</p>	<p>Clerk to follow up actions as agreed.</p>
19.13	<p>Councillor Reports & Items for Future Agendas: Cllr Phillips – raised a Beauchamp Lane footpath query with the Parish Paths Warden. Cllr Foy – the Fortis Homes development access off the A449 has been stopped. Leylandii trees have been removed in Powick Village – Chairman agreed to contact the owner. Cllr Richmond suggested that the PC thank local residents who are known to do litter picking throughout the parish. Persons to be identified please. Next agenda – BT kiosks quotation for repainting. Cllr S. Williams asked for clarification re land ownership adjacent to Careys Brook. Cllr F. Williams confirmed current arrangements regarding the access, contractor parking and deliveries at the Fortis Homes site at Winsmore. Cllr Allsopp asked the Clerk to check / report white stones on the verge just pas the Three Nuns PH. Cllr Willetts: The Clerk confirmed that the ‘sets’ replacement in Powick Village has been delayed due to the SLR project. The sewage concerns to the rear of a property in Powick Village are being looked in to by the Clerk and may be reported to Highways.</p>	<p>Chairman to contact resident in Powick Village.</p> <p>Clerk to report stones.</p> <p>Clerk to report sewage.</p>
19.14	<p>Report of the Clerk: Highways matters – an update was given from a meeting held with Highways on 24th April.</p>	

	<p>Accounts proposed for payment by Cllr Harris, seconded Cllr Jones. All agreed.</p> <p>£965.14 Clerks salary £56.57 Clerk Broadband / phone expenses / mileage £420.00 Lengthsman fees £247.20 Smith of Derby – clock servicing Bastonford £1136.26 Worcs CALC/NALC annual subs £175.00 SLCC annual subs £1858.78 Came & Co. insurance policy renewal £200.56 E.on Gas – pavilion supply (retro.) £427.20 New Farm Grounds Maintenance £360.00 S. Skeys grass cutting</p> <p>Money received: £23,136.88 MHDC precept.</p>	<p>Clerk to pay accounts as agreed.</p>
	<p>There being no further business the meeting closed at 10.15 pm</p> <p>Next meeting Weds 5th June 2019</p>	