

PENSAX PARISH COUNCIL

**DRAFT Minutes of the Ordinary Meeting of Pensax Parish Council held on
Tuesday 19th July 2022 at 7 pm**

Present

Cllr. Meese, (Chair) Cllr. Gould, Cllr. Abraham, Cllr. S. Rudd.

+ 3 Vacancy - Clerk-Carole Hirst

Cllr. Paul Cumming (MH District Councillor),

1. **Apologies for absence-** Cllr. D Chambers (WCC County Councillor)

Absent: None

2. **Declarations of Interest. Cllr Gould and Cllr. Meese declared Disclosable Pecuniary Interests in item 8c (Payments of Invoices). An item of expense reclaim for Cllr. Gould on the list of payments for this period makes them both have a disclosable pecuniary interest in this item,**

3. **Approval of the Minutes of the Annual Parish Council meeting held on Tuesday the 17th May 2022.**

Cllr. Rudd Proposed and Cllr. Abraham Seconded that the Minutes of the Annual Parish Council Meeting of the 17th May 2022 be approved. All in favour.

Parishioners Question Time –

None present.

4. **District and County Councillor Reports (Circulated prior to the meeting.**

Cllr. Cumming- MHDC Councillor Report.

For a summer month, this year has seen far more activity on matters affecting the Council than usual.

The Boundary Commission has produced its report on the Ward Review as promised but has not reached a final conclusion as it wishes to consult further on major changes to its original recommendations, which received substantial objections. It has largely adopted the proposals of Abberley Parish Council and created a two-member ward consisting of the old Woodbury and Baldwin wards as they were before the last re-organisation. There is no change to the suggested transfer of Pensax into the Lindridge ward. As it produces the result which I believe is supported by Pensax, I would recommend making representations to the Commission in support of the latest plans as I am sure there will be others who wish to change again.

There has been an Inspector's decision on a Planning Appeal in Leigh Sinton which has decided that the District does not have a 5 year land supply in the absence of sufficient progress on the SWDP review. This makes it easier to succeed in speculative applications on sites not approved in the plan.

This is very much an own goal by the Councils in not progressing quickly enough. When an additional year's delay (to two years) was announced last September, I expressed dissatisfaction with progress and was told by the Leader that it was hoped that improvements could be made. Instead, we are now facing further delays and it seems that the Council has failed to learn from the events when the Plan was originally put in place.

The revised plan is now due to be put to Council in October and will be subject to further consultation before it is presented to the Secretary of State.

Cllr. Chambers - WCC Councillor Report.

1. Worcestershire County Council's Corporate Plan 2022-2027 has been approved by the Council. The document provides a blueprint for the organisation, setting out the Council's core priorities and guiding how the organisation will operate, both internally, with partners across Worcestershire and beyond. In brief, it has focused its work on four key priority areas:

- Open for Business
- Children and Families
- The Environment
- Health and Wellbeing
 - a. Open for Business: It is proposed to expand key strategic sites to deliver more highly skilled jobs and support further business expansion. Alongside this, the Council will continue to invest in unlocking growth at key transport sites including Shrub Hill and Redditch railway stations, support its partners and deliver further digital connectivity through the provision of gigabit broadband. The Council will also support its partners around plans for Future High Street Fund, Towns Fund and Levelling Up proposals.
 - b. Children and Families: There will be continued investment into Children and Families and the Council will aim to see its children's services rated as "Good", recognising the significant journey of improvement that has been made. The Council will continue to invest in its school estate, including the delivery of a new secondary school and extra places to keep pace with development.
 - c. Environment: The Council will continue in its role to help preserve and protect the Environment for future generations. The Council has now agreed a Net Zero plan which will focus efforts to reduce our environmental impact even further, whilst still enabling us to deliver sustainable growth alongside maintaining top-quartile condition for our roads and pavements. The Council will continue to invest in environmental measures that protect our natural environment, enhance our biodiversity and reduce our carbon footprint.
 - d. Health and Wellbeing: This remains a key priority for our residents. The Council will work even more closely with residents and communities to encourage active lifestyles, enabling people to live longer, healthier and happier lives. The Council's work with the NHS and other partners through the Integrated Care System will help co-ordinate our services and ensure residents receive the right care at the right time to meet their needs.

The County Council is committed to working even closer with our communities. We will expand our "Here2Help" programme to provide a single front door of advice and guidance for people, whilst working with voluntary and community groups to strengthen local support. All of this work sits within our "One Worcestershire" approach to co-ordinating work, investment and priorities across the county. The Council intends to seek to adopt new ways of working, including co-location and shared services, to embrace a joined-up approach to service delivery that best meets local needs and removes barriers between organisations.

2. Foster Care Fortnight is the UK's biggest foster care awareness raising campaign, delivered by leading fostering charities, and took place in May. The campaign showcases the commitment, passion and dedication of foster carers. It also supports fostering services to highlight the need for more foster carers. Nationally, thousands of new foster carers are needed every year to care for children, with the greatest need being for foster carers for older children, sibling groups, disabled children and unaccompanied asylum-seeking children. The County Council is urging residents in Worcestershire, to give consideration to becoming a foster carer, because quite simply, fostering is better than Care.
3. Worcestershire County Council continue to work closely with the six Worcestershire District Councils to help provide accommodation with families throughout the county. Over two thousand families have offered their homes to Ukrainian families, with the number of guests arriving increasing all the time.
4. Following the unsuccessful Bus Service Improvement Plan (BSIP) submission to the government and the disappointing news that First Bus have announced they intend to significantly cut services in Worcestershire, the County Council is now conducting a complete review of its policy regarding bus services in Worcestershire.
5. Ambulance waiting times remain a major concern in the county. Ambulances often continue to wait for several hours to discharge their patients at the Worcester Royal Hospital, due to patient delays from progressing from the Emergency Department onto wards. The County Council's

Health Overview and Scrutiny Committee (HOSC), will continue to seek positive improvements and outcomes, as part of its scrutiny with all the health sectors involved.

5. **To review and Approve the Standing Orders for 2022/23. Cllr. Abraham Proposed and Cllr. Rudd Seconded that the Standing Orders be approved. All in favour.**
6. **To review and Approve the Code of Conduct for 2022/23. Cllr. Abraham Proposed and Cllr. Rudd Seconded that the Code of Conduct be approved. All in favour.**
7. **Report on meetings attended by Clerk or Councillors since the past meeting.** None attended.
8. **Finance**
 - a. **To consider the Formal Bank Reconciliation to 1st July 2022.**
Councillors reviewed the accounts and confirmed that the Bank Reconciliation was accurate and reconciled and signed the bank reconciliation as true and accurate. **Noted.**
 - b. **To consider the Budget Monitoring Report to 1st July 2022.** Councillors agreed the Budget Monitoring Report. **Noted.**
 - c. To Consider list of due payments and receipts to 19th July 2022. To record approval of receipts and payments to the 17th May Parish Council meeting previously not recorded. Cllr. Abraham Proposed and Cllr. Rudd Seconded that all receipts be noted and payments for the 17th May and 19th July be approved. Cllr's Gould and Meese Abstained due to having a Disclosable Pecuniary Interest in this item..

PAYMENTS to May 17th Meeting previously not recorded or approved

<i>Mark Kinross - Clerk Expenses</i>	£	<i>204.19</i>
<i>HRMC - M Kinross Tax</i>	£	<i>66.80</i>
<i>DM Payroll Services - Internal Audit</i>	£	<i>110.00</i>
<i>Black Dog Adventures Software for Clerk computer</i>	£	<i>126.73</i>
<i>In2Out - Lengthsman</i>	£	<i>322.50</i>
<i>M Kinross Clerk Salary to 14th June</i>	£	<i>217.16</i>
TOTAL	£	1,047.38

<u>Receipts to 31st May 2022</u>		
MHDC Precept	£	2,781.00
Lengthsman	£	161.00
Refund of village hall insurance	£	69.36
TOTAL	£	3,011.36

PAYMENTS at July 19th 2022

In2Out - Lengthsman June	£	165.00
C HIRST Clerk Expenses from June 14 to July 19th	£	46.38
Cllr. N Gould - Printing costs	£	13.00
HMRC Kinross clerk short payment tax	£	16.60
TOTAL	£	240.98
<u>Receipts to July 19th 2022</u>		
M Kinross - PAYE Repayment	£	66.80
WCC - Lengthsman	£	322.50
TSB Compensation	£	250.00
TOTAL	£	639.30

- d. consider the Annual Accounts & Annual Governance and Accountability Return Part 3: from April 1st 2021 to 31st March 2022. **This replaces the submission that was presented to the Annual Parish Council meeting on May 17th 2022 (Minute reference 18g which had errors in 2021/22 boxes 6,7 and 8)**
- (i) To Approve the Annual Audited Accounts from April 1st. 2021 to 31st. March 2022 as Audited by Internal Auditor Mrs Diane Malley. **Cllr. Meese Proposed and Seconded by Cllr. Abraham. All in favour.**
- (ii) Proposal to consider Section 1: Annual governance statement (circulated) **Cllr. Meese Proposed and Seconded Cllr. Rudd that the Annual Governance Statement for 2021/22 be approved.**
- (iii) Proposal to consider Section 2: Accounting statements (circulated) **Proposed Cllr. Meese and Seconded Cllr Rudd that the Accounting Statements are a true record. All in favour.**
- Accounts & Audit regulations 2015*
- (iv) Consider Internal Auditor's Report & Recommendations (circulated) **Report noted and accepted by the Parish Council.**
- (v) To consider the period of dates for the Exercise of Public Rights 2021/22. **Cllr. Meese Proposed and Cllr. Abraham Seconded that the Parish Council agree the period of dates for the Exercise of Public Rights as Monday 25 July – Friday 2 Sept 2022. All in favour.**
- (vi) **Reason** for late submission to PKF for Annual Governance and Accountability Return 2021/22 and dates for the Exercise of Public Rights 2021/22. This was due to the fact that errors were found on the original submission which had to be corrected, sent back to clear with the internal auditor and re-approved at the meeting on July 19th 2022. **Noted.**
- e. To review and agree March 22 Minute reference k (b) Payments received. March Minutes stated that £220,000 was received and this should be corrected to £218,309.20 in line with Receipts and Payments ledger. This amount is being transferred to restricted funds and is from the sale of Pensax Village Hall after legal fees were deducted. **Noted.**
- f. To consider Delegated powers to the Clerk/RFO with the Chair to authorise payments to the Lengthsman, Clerk and HMRC. **Cllr. Abrahams Proposed and Cllr. Rudd Seconded that this be approved.**
- g. Set up bank mandate for new clerk. The Clerk has completed the mandate form for signatories/Councillors to sign and then the Clerk to send to the bank.
- h. Issues with TSB (Report by Cllr. Meese to be circulated) report to be accepted. It is to be noted that TSB have credited the Parish Council with £250 compensation by way of an apology. **Noted.**

9. Planning

M/22/00099/CU- Spring Meadows- Change of use of land for the siting of 2no. holiday let units-
Approved on 30th June 22

10. To consider Pensax PC creating their own independent website and www.groups.io (Report by Cllr Meese circulated)

Cllr. Meese asked Councillors to consider the report and additional costs of upto £200 every 2 years to provide the new website and maintain. **Cllr. Abraham Proposed and Cllr. Rudd Seconded that the expense be approved.**

11. Highways – Lengthsman Report – Nothing to report

12. Police Report (PCSO Snape)

Newsletter received by Councillors and circulated.
There is a theft of Chainsaws from a shed.

The anti-social behaviour with vehicles driving on farmers land seems to have stopped, no other reports received.

Speeding in the 40's on Clows to Abberley Rd; last I was aware that the speeds were still in excess and that Highways were being involved, but I have received no other update. PCSO Snape chase this.

13. Pensax Village Hall Report (Chair- Cllr. Meese)

Cllr Meese that set dates/venue for 2 x open meetings Oct/Nov are being organised. Saturday Oct 22nd at 7pm. Friday November 18th at 7pm. Consultation is going well. An insert is in parish magazine. A display is on all noticeboards. Another batch is to be printed and house-dropped.

14. Correspondence.

- **20s Plenty.** The parish council has to decide whether to officially log their support for the 20's Plenty for Worcestershire campaign, aiming to reduce the speed in towns and villages to 20mph. Cllr. Meese Proposed and Cllr. Rudd Seconded that the 20s Plenty Campaign be supported by the Parish Council. All in favour.
- **MHDC Consultation about the revised Ward boundary changes within MHDC.** The Parish Council to consider agreeing to support the amendments for the Boundary Commission. Individuals should send in separate submissions of approval as well. Cllr. Meese Proposed and Cllr. Rudd Seconded that the amendments be approved. All in favour. Cllr. Meese agreed to complete the feedback.
- **Menith Wood Dog Poo Bin –** Is the size of the bin appropriate, The bin is being overfilled and causing issues. Investigations are on-going. Menith Wood Millennium Green Association have been consulted.

15. Councillors' suggestions for reports for the next agenda. All matters covered on this agenda.

16. Date of next meeting- The Ordinary Parish Meeting will be held on Tuesday 20th September 2022 at 7pm at the Old Chapel, Menith Wood

The Open meeting closed at 7.42 pm.

17. Resignation of the Clerk

The Clerk, Mark Kinross, resigned from the Parish Council as Clerk and his notice period ran until 30th June 2022.

Appointment of new Clerk

Following the resignation of the existing clerk on the 14th June 2022 and after a phone call to Worcestershire CALC CEO (Chris Wayman), a recommendation to approach the Clerk of Abberley Parish was made to accept the post of Parish Clerk subject to ratification at this meeting. The Appointment of Clerk to Pensax Parish Council is on SCP 17 ((LC1 Above Substantive Rate) on an hourly rate based on the April 2021 pay rates of £12.95 per hour (pay rates currently only agreed to April 2021). Based on £12.95 per hour on 8 hours per week the clerk annual salary on appointment will be £5,387.20 per annum effective from 14th June 2022. The Clerk Home working Allowance £18 per month, Membership to Society for Local Council Clerks (SLCCC) £4.53 (this is the subscription shared between 5 councils) and mileage shall be paid at the HMRC rate of 45p per mile.

This would be subject to an annual increment review after 12 months employment.

Cllr. Meese Proposed and Cllr. Abraham Seconded that this be approved. All in favour.