

# H C P C

For And On Behalf Of  
Hill Croome Parish Council  
Clerk - Michael Brooks

Vine Cottage Baughton Earls Croome WR8 9DQ

**DRAFT**

## **THE MINUTES OF HILL CROOME PARISH COUNCIL Annual Meeting** **Held at Earls Croome Village Hall at 7.30PM on Tuesday 8th May 2018**

**Present:** Councillors P. Smith; Mrs. K Smith; Mrs K. Eaton; Mrs. J Coole; M. Brooks.

**In attendance:** Clerk, Mrs D. Brooks (minute taker), Mrs H Smith.

### **1. Election of Chairman and signing of Declaration of Acceptance of Office**

Phillippe Smith nominated by Cllr Eaton and seconded by Cllr Coole. Declaration of Acceptance signed.

**2. Apologies:** Councillor Owenson; Councillor Middlebrough.

**3. Declarations of Interest** – Councillors were reminded of the need to update their Declarations of Interest.

Meeting was adjourned for Public question time, the Chairman deciding to open the floor at the end of the meeting.

**4. Standing Orders** – to be reviewed by the Clerk, for adoption at the next meeting to reflect the National Update for 2018

**5. Code of Conduct** – all Councillors in possession of a copy of the Code of Conduct and contents duly noted.

**6. Review Councils' Financial Regulations/Risk Assessment/Insurance** – Clerk to review regulations and to provide an update for the next meeting.

**7. Minutes:** Minutes of the meeting held on 9th April 2018 were approved and signed.

**8. Long Service Presentation** Councillor Kath Smith was presented by the Council with an inscribed pen and a bouquet of flowers in recognition of 35 years service to our community as a member of the Parish Council.

### **9. Progress reports**

1. Highways – the Clerk informed the meeting that he had recently met with the Highways engineer to discuss the ongoing works around the village. Outstanding issues include the drainage issue at Ash Lea, re-surfacing of Stanks Lane, the overhanging shrubs on the A4104 at Baughton Hill and the provision of the 'village gates'. The speed remains an issue through the village and the Clerk is to enquire as to the availability of '*Please Drive Carefully Through Our Village*' signs for each end. In addition it is proposed that the Clerk send letters to companies that have been identified as owners of commercial vehicles travelling too fast through the village to remind them of their responsibilities.
2. Data Protection Regulations – the Clerk advised that a recent update has indicated that Parliament is considering removing the need for Parish Councils to have a Data Protection Officer. This will be a significant financial saving to the Council if approved.
3. Village Green Project – the green is now subject to the new regime and is being kept neat around its edges, with the rest growing as nature intended. We wait to see what may appear during the season. The other verges around the village are being maintained as previously by the contractor and a combination of the Lengthsman, the Clerk and a willing volunteer to the cause are regularly out mowing.

**10. Planning** No new matters.

Chairman - Phillippe Smith  
Clerk - Michael Brooks

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The Council recently provided written support for the provision of holiday accommodation at 'The Vines' seeing no negative factors for the appeal of the original application.

The latest information for the A38/A4104 junction suggests support for the construction of an island.

## **11. Finance:**

- A. Council provided with full disclosure of payments and receipts since last meeting and bank reconciliation (see below).
- B. The Clerk talked through the Reconciliation and full scrutiny was given to the Financial Statement and supporting documents.
- C. The sum of £1000 is to be transferred from the Current Account to the Deposit Account as reserves, the sum being the Grass cutting element of the 2018-19 budget provision. Proposed by the Clerk/CLr Brooks and seconded by CLr Coole. Proposal agreed.

### **Payments**

03/04/18	Clerk - annual exp 17/18	50.00	
20/04/18	CALC/NALC subs	100.87	
02/05/18	M Tomkins - April	138.00	
05/05/18	D J Griffiths - concrete	60.00	

### **Income**

10/04/18	Lengthsman Feb 18	120.00	
10/04/18	Lengthsman Mar 18	144.00	
09/04/18	Deposit Interest	0.02	
30/04/18	Precept 1/2yr	1870.00	

### **Reconciliation as at 8<sup>th</sup> May 2018**

Current Account £ 2767.17  
Deposit Account £ 1410.07  
Cash in Hand £ 12.99

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**12. District and County Councillor Report** – no report

**13. Correspondence** - no additional items.

**14. Councillors reports** - no matters arising.

**15. Public questions** – no additional matters arising.

**Date of next meeting** – Tuesday 21<sup>st</sup> August 2018 at 7.30pm at The Earls Croome Village Hall.

Signed: ..... (Chairman)

Date .....

Chairman - Phillippe Smith  
Clerk - Michael Brooks

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