

# STOULTON PARISH COUNCIL

Clerk Ms J Shields 26 Malmsey Close Tewkesbury Glos GL20 5FH  
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The minutes of STOULTON ANNUAL PARISH MEETING followed by Stoulton Annual Parish Council Meeting held at Stoulton Village Hall on Tuesday 8<sup>th</sup> May 2018 at 7.00 pm.

## CHAIRMAN'S REPORT 2017-2018

The Council met five times during the year. We were pleased to co-opt Mr. R. Marchant, Stoulton resident, at our July meeting.

Improving road safety remains a key issue and we were pleased to have been able to deliver improved road signage on the form of the 30mph road markings in the last year.

The Council's accounts again received a satisfactory audit. Our income for 2017-18 was £10,736 but outgoings this year exceeded this at £13,564. The extra expenditure was primarily the unexpected extra cost of work to the Village Hall but was covered by our reserves. The Council ended the financial year with a balance of £7,435.04.

The Council congratulate Stoulton Village Hall Committee on the funding and delivery of significant improvements to the fabric of the building including dealing with unexpected structural problems. The increased focus on the Village Hall in the last 12 months also highlighted some aspects of the roles and responsibilities of the Parish Council and Village Hall committee that had been forgotten. We would like to acknowledge Cllr R. Marchant for his work in reviewing the Custodian Trustee Document.

Over the last year work has started on the building of Worcester Parkway Railway Station at the boundary of the Parish. This is an exciting development but brings with it some short-term disruption and will increase traffic through the village.

The Parish Council has been pleased to support the Vision 2020 committee's work to secure the long-term future of St Edmund's Church in the centre of our community. Plans to secure the fabric of the building and expand its role in Village life are progressing well.

Thanks go to Jackie Shields our Clerk and fellow councillors. Also to County Cllr. Rob Adams and Wychavon District Cllr. Paul Middlebrough for their attendance at meetings and strong support. Thanks also to our Lengthsman Steve Gwilliam and Footpath Wardens Richard Hartnell and Moira Gutteridge.

Our priorities for the coming twelve months are to,

- continue to respond to residents' requests and concerns as effectively as possible and to help maintain the Parish as a good place to live,
- Press for further steps to improve road safety
- Push for the building of a cycle path towards Stoulton and Drakes Broughton from the new station.

Malcolm Woodcock  
Chairman, Stoulton Parish Council

PRESENT: Mrs. V. Lewis, Mr. P. Haywood, Mr R Howard, Mr R Marchant, Mr. M Robinson, Mr Malcolm Woodcock (Chairman) and Mr A Walker.

IN ATTENDANCE: J Shields (Clerk), District Cllr Paul Middleborough, Cllr Rob Adams (County) and two parishioners.

**1. Election of Chairman.**

Due to work commitments Cllr Woodcock is unable to continue as chairman, election of chairman will be an agenda item for the next meeting, however Cllr Woodcock chaired the meeting.

**2. Apologies: To receive apologies and approve reasons for absence.**

**3. Declaration Of Interests.**

Councillors were reminded to update their registers of interest held by Wychavon and to declare any personal or prejudicial interest in items on the agenda and their nature.

**4. To Consider The Adoption Of The Minutes Of The Meeting Held On Tuesday 13<sup>th</sup> March 2018.**

The minutes having been previously circulated were agreed and signed as a true record.

A resident reported the presence of litter and fly tipping off the lay by in Claverton, this will be reported on the Worcestershire Hub by the resident.

**5. Election of Vice Chairman.**

Deferred to the July meeting.

**6. To Appoint Representatives To The Following.**

- |                                     |                                       |
|-------------------------------------|---------------------------------------|
| a) Village Hall Committee           | Cllr's Robinson and Marchant          |
| b) Playing Fields Officer           | Cllr Robinson                         |
| c) Flood Warden                     | Cllr Robinson                         |
| d) Villager                         | Cllr. V. Lewis                        |
| e) Local Council Association (CALC) | Cllr Marchant                         |
| f) Finance Support                  | Cllr Marchant                         |
| g) Envirosort Representative        | Cllr. V. Lewis                        |
| h) Staffing Group.                  | Chairman, Vice Chairman and CALC Rep. |

**7. To Review The Councils:-**

- a) Standing Orders.

Cllr Lewis had reviewed the Standing Orders.

- b) Financial Regulation

Cllr Marchant had reviewed the Financial Regulations.

- c) Code Of Conduct

Cllr Haywood had reviewed the Code of Conduct and some discrepancies will be amended.

- d) Risk Assessment

This item needs to be reviewed.

- e) GDPR

The council's processes need to be reviewed.

## **8. Correspondence**

Cllr Howard resignation was received, clerk to inform Wychavon.

## **9. Progress Reports For Information.**

a) Clerk.

PAYE had been completed and returned.

Accounts had been audited.

VAT reclaim completed.

b) Taking Over Claverton Play Area.

No response from Wychavon

c) Updating the Constitution, the Council As Custodian Trustees Of The Village Hall.

Cllr Marchant to progress

d) Cycle Path from Drakes Broughton To Parkway Station.

Ongoing , Cllr Woodcock to meet with Cllr Adams.

e) Representatives.

Annual report from the village hall committee.

The parish council felt it was not appropriate for Cllr Marchant to be Chairman of the Village Hall Committee as he is not an elected member.

f) Police Report.

Had been circulated

g) County Councillor.

Cllr Adams had appreciated the invitation to attend the formal opening of the refurbished of the hall, and congratulated the committee.

All three emergency services will be overseen by one Commissioner.

Of the county councils budget of 326million, £221million is used by adult and children's social care, with only 62million left for highways.

The council has 23 new councillors of the 56.

Euro sort is expanding which will save waste going to Hill and Moor.

Parkway Station and the associated roadworks is coming together.

Any problems please let Cllr Adams know.

h) District Councillor.

The district council is financially sound and there was no increase in the precept.

## **10. To Approve the Annual Governance Statement 2017/2018.**

The council approved the Governance Statement, having been audited by Mr A Rhodes, the form was signed by the Chairman.

## **11. To Approve the Accounting Statements 2017/2018.**

The council approved the Accounting Statements, having been audited by Mr A Rhodes, the form was signed by the Chairman.

## **12. To Consider The Purchase Of A Defibrillator For Outside The Village Hall.**

The council agreed to 'loan' a defibrillator from the Heartbeat Trust at a cost of .....which includes the case, training etc. and to pay a £126.00 per year maintenance fee.

## **13. To Consider New Homes Bonus Applications.**

Three applications had been received, the clerk will apply to Wychavon for £340.00 for trees and bulbs at Claverton and £774.00 for Vision 2020, the application received from the Village Hall was for an item which has already been purchased.

**14. To Discuss the Continuation of the Lengthsman Scheme.**

The council agreed to continue the lengthsman scheme and the appropriate paperwork will be actioned by the clerk.

**15. Finance.**

a) Receive Accounts To Date.

The following remittances had been received:-

WCC	Precept and grant	££3,751.00
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b) To Approve Payments.

N Power	Electric	£43.44
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New Farms	Grass	£548.70
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ROSPA	Play Area	£98.40
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Worcs CALC	Subs	£294.92
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c) To Consider the Insurance renewal.

The council agreed the payment of £1,012.53.

d) To Ratify the extension of the grass cutting contract.

The council agreed the increase to include the area by the church.

**16. Planning.**

a) To consider applications since last meeting.

None received.

b) To ratify comments made between meetings.

None received.

c) To report decisions since last meeting.

Approved by Wychavon

18/00118/HP - The Oaks Hawbridge Stoulton Worcester WR7 4RJ

17/02199/FUL - The Old Coal Yard Windmill Lane Stoulton Worcester WR7 4RP

**17. Items For Future Agenda and Councillor Reports.**

The bus shelter in Stoulton is in need of repair, Cllr Robinson will obtain a quote.

**18. Date of Next Meeting.**

Tuesday July 10<sup>th</sup> 2018.

Meeting closed at 9.05pm