

# H C P C

For And On Behalf Of  
**Hill Croome Parish Council**  
Clerk - Michael Brooks  
Vine Cottage Baughton Earls Croome WR8 9DQ

## **THE MINUTES OF HILL CROOME PARISH COUNCIL** **Held at Earls Croome Village Hall at 7.30PM on Tuesday 21<sup>st</sup> August 2018**

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

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

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

**2. 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.

**3. Minutes** - Minutes of the meeting held on 8<sup>th</sup> May 2018 were approved and signed.

**4. Co-option of new councillor** – following the retirement of Councillor K Smith in May, a casual vacancy has arisen. One applicant came forward, Mr M V Jarvis. His co-option was proposed by Cllr. Brooks and seconded by Cllr. Smith. There was a full vote of approval.

**5. Document Retention Policy** – the Clerk has updated the recently adopted policy to include the necessary references to the latest Data Protection Act. Policy approved and signed by the Chairman.

**6. Standing Orders** – the Clerk presented the '2018 Standing Orders Document' for discussion to complete the necessary sections relating to time frames for discussions and meetings. Contents now agreed by council and will be updated and circulated prior to full adoption at the November meeting.

### **7. Progress reports**

Highways – the Clerk reported that he was still waiting for an update from the Highways Department in relation to the village gates, Ash Lea drainage, the 'sticky' road surface at the crossroads and the 'gully cleaning' maintenance schedule. This has been the subject of two emails but no response since June. On the plus side, several potholes have been filled in, Stanks Lane has been resurfaced and the 'horse rider' signs have been ordered for the crossroads.

Data Protection Regulations – the Clerk reported that the paperwork held on file has been purged and the computer files checked to ensure compliance.

### **8. Planning**

It was noted that the recent appeal at 'The Vines' has been upheld for the provision of a holiday let. In addition there is an application for a conversion of outbuildings in to three dwellings at Apple Meadows, Baughton Lane.

### **9. Finance:**

- A. Council provided with full disclosure of payments and receipts since last meeting.
- B. The Clerk reported that Cllr Eaton had carried out the quarterly analysis on the 24<sup>th</sup> July 2018.
- C. Internet security this year will be provided without charge, using the Clerk's spare capacity.

**Chairman - Phillippe Smith**  
**Clerk - Michael Brooks**

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- D. The Nationwide Account that was previously used for the legacy money has a balance of 2p, believed to be the interest accrued since the account was emptied of its balance. The account was not correctly closed and a letter of authority has now been sent including the signatures of the then councillors to ensure the dormant account is closed. Confirmation is awaited.

## **Reconciliation as at 21<sup>st</sup> August 2018**

Current Account £ 1470-17  
Deposit Account £ 2410-43  
Cash in Hand £ 16.18

## **10. Village Green project**

The chairman thanked the Clerk for the wooden sign informing the public of the project. The first season has been interesting and we look forward to next year to see if anything unusual pops up. It is acknowledged that to achieve the goal of a wild flower meadow we may have to wait between 3-5 years for success.

Thanks go to the Clerk for mowing the outer edges of the green and to Cllr Jarvis for his maintenance of the verges on Stanks Lane.

## **11. Remembrance Day Service**

Council discussed the proposal from Earls Croome Parish Council for a joint approach to the forthcoming 100-year anniversary of the end of the First World War. Mrs Brooks and Mrs Smith volunteered to stand on a working group that will organise the event.

## **12. Training**

Councillors reminded of the opportunities for training.

## **12. District and County Councillor Report**

In a written report Cllr Owenson informed Council of the recent planning decision for the Baughton View Site. He also noted that the call centre is to be taken back to the Council offices and that the consultation for the housing provision within the SWDP is due to start soon.

## **14. Correspondence** - no additional items.

**15. Councillors' reports** - The chairman reported his concerns regarding the speed through the village. This is not a new problem but it is apparent that it is getting worse. The clerk is to write to the County and District Councillors to re-open the debate as to how we can improve the issue.

## **16. Public questions** – no additional matters arising.

**Date of next meeting** – Tuesday 13<sup>th</sup> November 2018 at 7.30pm at The Earls Croome Village Hall.

Signed: ..... (Chairman)

Date .....

Chairman - Phillippe Smith  
Clerk - Michael Brooks

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