

BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on
Monday 12th November 2018.
At the Memorial Hall, Bretforton.

PRESENT:

Cllr J Cleveland	Vice-Chairman
Cllr A Adams	County Councillor.
Cllr R Davis	Chairman
Cllr G Collins	
Cllr A Grant	
Cllr K Wright	District Councillor
Cllr J Johnson	

APOLOGIES:

Cllr K Carter
Cllr N Smith

OPEN FORUM:

PARISH COUNCIL MEETING

County Council:

See report which is displayed on school noticeboard and at www.worcestershire.gov.uk/myparish.

District Council:

- New bin service is running well.
- Bradley Thomas is the new leader of Wychavon with effect from 7th November 2018.
- New Waitrose store is due to open on 22nd November 2018.

MINUTES:

Minutes of the Meeting held on 8th October 2018 were circulated. Proposed by Cllr Cleveland. Seconded by Cllr Grant. All in favour to accept the minutes.

OPEN FORUM ITEMS:

DECLARATION OF INTEREST:

- a. Councillors are reminded of the need to update their register of interests.
- b. To declare any personal interests in items on the agenda and their nature.
- c. To declare any prejudicial interests in items on the agenda and their (Councillor Councillors with pecuniary interests must leave the room for the relevant item(s)).

NONE.

PROGRESS REPORTS FOR INFORMATION.

Clerk;

Chairman;

Chairman has received an email with regard to a damaged grave surround which he will respond to as well as borders at BG which will be dealt with in this agenda.

FINANCE:

a.

Bank Account Reconciled Statement

Lloyds Bank Current Account	01875579	30-93-11
Statement Number	21	
Statement Opening Balance	£10,055.60	Opening Date 02/10/18
Statement Closing Balance	£6,912.05	Closing Date 04/11/18
True/ Cashbook Closing Balance	£6,912.05	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
05/10/18	BACS181005AE	Andrea Evans	50.00	0.00	10,005.60
05/10/18	BACS181005JK	Joseph King	50.00	0.00	9,955.60
08/10/18	500272	Memory Lane	0.00	200.00	10,155.60
08/10/18	500273	Simply Stone	0.00	200.00	10,355.60
08/10/18	500274	Western Power	0.00	1.25	10,356.85
08/10/18	BACS181008AE	Andrea Evans	606.63	0.00	9,750.22
08/10/18	BACS181008LB	Lloyds Bank	0.00	450.00	10,200.22
08/10/18	d/d181008NP	Npower	43.86	0.00	10,156.36
09/10/18	BACS181009AE	Andrea Evans	50.00	0.00	10,106.36
09/10/18	BACS181009JK	Joseph King	50.00	0.00	10,056.36
09/10/18	BACS181009TFI	The Fleece Inn	0.00	90.00	10,146.36
11/10/18	002217	Maurice Parkinson	192.00	0.00	9,954.36
11/10/18	002218	Maurice Parkinson	1,325.00	0.00	8,629.36
16/10/18	002212	HMRC	107.00	0.00	8,522.36
16/10/18	002215	PKF Littlejohn	360.00	0.00	8,162.36
17/10/18	500275	Melanie Hawkins	0.00	180.00	8,342.36
17/10/18	500276	Martin Grinnell	0.00	600.00	8,942.36
18/10/18	002214	Wychavon DC	148.51	0.00	8,793.85
19/10/18	002213	Eon UK Ltd	330.00	0.00	8,463.85
19/10/18	d/d181008NP	Npower	1,265.98	0.00	7,197.87

22/10/18	BACS181022AE	Andrea Evans	7.82	0.00	7,190.05
23/10/18	002207	Phil Moxon	70.00	0.00	7,120.05
26/10/18	bacs181026AE	Andrea Evans	50.00	0.00	7,070.05
26/10/18	BACS181026JK	Joseph King	50.00	0.00	7,020.05
29/10/18	002216	Limebridge Rural Services	312.00	0.00	6,708.05
01/11/18	BACS181101BSC	Bretforton Sports Club	0.00	67.00	6,775.05
02/11/18	002208	Bretforton PCC	25.00	0.00	6,750.05
02/11/18	BACS181102WCC	Worcestershire County Council	0.00	162.00	6,912.05

Bretforton Parish Council

Expenditure transactions - payments approval list start of year 01/04/18

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
111	002219	£45.00	20500	12/11/18	Andy Tyrrell - Noticeboard/school	£45.00
113	002221	£105.00	20500	12/11/18	Phil Moxon - play area and defibs	£105.00
114	002222	£312.00	20100/2	12/11/18	Limebridge Rural Services – Mowing	£312.00
115	002223	£225.00	20100/1	12/11/18	Maurice Parkinson – Mowing	£390.00
116	002223	£85.00	20100/2	12/11/18	Maurice Parkinson – Mowing	£390.00
117	002223	£80.00	20500	12/11/18	Maurice Parkinson – mowing	£390.00
118	002224	£98.00	21300	12/11/18	Maurice Parkinson – Lengthsman	£98.00

Invoices and payments approved for settlement including account balances and payments.

Proposed by Cllr Grant. Seconded by Cllr Johnson. All in favour.

- b. **Budget for 2019/20-** Clerk provided a detailed breakdown of all sections of income and expenditure for consideration. It was agreed that budgets should be set for all tangible sections and an increase be included for 'repairs & maintenance' and administration' as they are not fixed amounts. Cllr Wright proposed that precept should prepare the PC for the purchase of land should it become available as well as other projects and this should be reflected in the precept request in January 2019. All in favour.
- c. **Amendment to end of year accounts as at 31st March 2018-** Clerk advised of an amendment to end of year accounts as a result of change from income and expenditure to receipts and payments. Despite the external auditor advising that the accounts should be changed, this is incorrect. Internal auditor has re-assessed the accounts and they have been adjusted to reflect the change in accounting procedure. The clerk will now resubmit the figures to external auditor for consideration. The signing of the accounts by the Chairman was witnessed.

ITEMS FOR DISCUSSION.

1. NHB- Proposal from Bretforton Silver Band has been submitted and acknowledged.
2. TPO list- This has been chased with Sally Griffiths, no response has been received to date.
3. Smartwater- No response has been received from residents, it was agreed not to proceed.
4. BG- Councillors were unable to agree on the appropriate wording of the rules. Cllr Wright proposed to keep rules unchanged, seconded by Cllr Cleveland however agreement could not be reached. Councillors have until December meeting to decide on wording or the rules will be remain unchanged.
5. Blue brick footpath repairs- Highways have confirmed that work can be carried out on blue bricks and bricks changed where necessary. Cllr Davis will obtain stock level and

delivery costs and purchase bricks up to £1000. Proposed by Cllr Cleveland, seconded by Cllr Wright with a unanimous vote in favour.

6. Bretforton Sports Club- The provision of a bin at Bretforton Sports Club was considered. It was agreed to purchase a bin and arrange for it to be emptied. Proposed by Cllr Cleveland, seconded by Cllr Johnson with a unanimous vote in favour.
7. 'Grass Cutting Tender' documents were considered by Councillors and agreed for season commencing March 2019 for a 3 year period. A site visit can be arranged if required. This does not include play areas or burial ground. It was agreed to send to all local grass contractors, advertise on noticeboards and webpage and magazine in the first instance.
8. 'Burial Ground Maintenance Tender' details for season commencing March 2019- It was agreed to advertise this to local gardeners in the first instance via webpage, magazine and noticeboards, it was agreed that a £50 fee be offered per visit.
9. Dog poo on Ivy lane- A number of complaints have been received regarding dog poo in Ivy Lane. There is a bin already in place. Put piece in magazine reminding residents of fine and asking them to report an incident.
10. Village store- Cllr Grant will hold inventory and keys for store and will organise racking etc. Cllr Wright will supply a lock at cost.

Wychavon District Council.

- Diamond Jubilee Community Recognition Award 2018/19- It was agreed to not make a nomination for this year.
- Bus service provision- Cllrs do not have enough knowledge of bus service to respond to survey.
- Village Culture Submission-15th November 2018- It was agreed that the PC application should be withdrawn as cllrs feel that they do not have a project that would benefit all residents within the village. It was agreed to support village activities on an individual basis.

Worcestershire County Council.

CALC –

PLANNING – APPLICATIONS:

Parish Council comments recorded on Planning Portal.

Applications for Consideration:

W/18/02057/LB- 35 Main Street, Bretforton

Rear porch and internal alterations.

No objections.

REFUSED:

APPROVAL:

APPEAL:

WITHDRAWN;

- **OTHER ITEMS**

- **ENFORCEMENT-**

CORRESPONDENCE For Information.

Publications

CLERKS REPORT on Urgent Decisions Since Last Meeting.

COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

Meeting closed at 9.26pm.

Date of the next meeting; 10th December 2018.

Signed:

Date:

DRAFT