**DRAFT MINUTES**

**ORDINARY MEETING OF THE PARISH COUNCIL**

**Held at Stoulton Village Hall**

**September 10th 2019 at 7:00pm**

**Present :** Cllr R. Marchant (Chair) Cllr M. Robinson

 Cllr P. Haywood Cllr G. Tunnell

 Cllr A. Walker

In Attendance: County Councillor R. Adams Clerk

 District Councillor M. Ward Member of Public: 1

**PUBLIC QUESTION TIME** – There was no question from the member of the public.

Meeting Opened : 19:02pm

Chair welcomed the new Clerk, Mrs Lynn Stewart and informed the Council that unfortunately Mrs J Shields the previous Clerk could not attend this evening due to family commitments.

1. **Apologies** – none.
2. **Declaration of Interest**

Disclosable Pecuniary Interest – none. Other Disclosable Interest – none recorded.

1. **Grants for Dispensation** – none requested
2. **To approve the Minutes**

The minutes of the Ordinary Parish Council Meeting held on June 19th 2019 were approved as a true record by the Council and signed by Chair.

1. **Council Members**

i. **Co-option** - No applications received yet. Several interested parties, so awaiting outcome. *Action: bring forward to next meeting.*

1. **Telephone Kiosk**, located in the play area. Acquired by Parish Council. Currently needs some repair work and still has a live power supply. Ideas for future use: noticeboard, book borrowing, defibrillator, information board, buy and sell notices, etc. Need to ask the community what they would like. *Action: Clerk to organise Questionnaire.*
2. **Legacy Grant Funding** – Mrs Marchant completed the initial application and this has been accepted to go onto the Round Two level. Cllr Adams stated that 20+ applications have now been received totalling £1.6m, some have already been declined at the Round One stage. The Parish Council ratified the decision to continue. *Action: Complete Application.*
3. **Claverton Play Area** – the Council deferred signing the lease due to the unresolved water logging issue. Wychavon DC and Clerk have reported it to Severn Trent. Severn Trent have responded – a 3” mains pipe is positioned parallel to the road so could be cause. Severn Trent will investigate within 72hrs and schedule repairs if required. *Action: await outcome.*
4. **Progress Reports**
	1. **Clerk –**

**Actions since last meeting. Hand-over from previous Clerk and initial set up. Contacted Lloyds Bank re. contact details. Chase-up of invoices: New Farm, Lengthsman. Contacted Npower re. cheque for credit. Preparation for Meeting. Agenda’s and previous minutes issued. Financial summary prepared & cheques raised. Planning Application circulated. Co-option application form sent to candidate. Severn Trent – submitted online report and received update re. Playground. **

* 1. **Representatives –** Village Hall Committee – all is running well. Cllr Tunnell stated that having taken responsibility to look after the building it has been noted that the eaves repaired last year need new barge boards, chunks of filler are falling out, also there are areas of frost damage outside. VHC would like to know if Parish Council can contribute. Chair stated that quotes should be sourced for the Parish Council to consider at a future meeting. *Action: Cllr Tunnell to get quotes and report back.*
	2. **Community Speed Watch –** nothing has been progressed awaiting VAS outcome.
	3. **County Councillor –** Cllr Adams reported that WCC Children’s Services – has been outsourced to “Children First”- they will take over on October 1st 2019.
	4. **District Councillor** – Cllr Ward advised that the Tour Of Britain comes to Pershore on Thursday 12th September. 5000 visitors expected. There will be some road closures in the area. South Worcestershire Development Plan Review is imminent and is of importance to Stoulton due to close proximity to Parkway. There is a short review window, approx. 6 wks. Land has been suggested for development, some between Stoulton and Parkway, the review will illustrate which parcels have been ear-marked for development. Cllr Adams said that he had lobbied for Local Members to be advised up front about ear-marked land prior to going to consultation – this has been agreed. Chair reported that in recent conversations with Wychavon he had been advised that the Parish Council should not to go to the expense of a Neighbourhood Plan – as further developments will not be about adding to villages with very little facilities, but concentrate on building closer to towns with an existing infrastructure.
	5. **Parkway Station** Chair said that there had not yet been a progress meeting. Cllr Adams agreed that a meeting is due and it should be at the site. Many residents are querying whether Parkway will be opening before Christmas as stated earlier in the year. *Action: Cllr Adams to chase up information.*
	6. **Footpath Warden –** Moira Gutteridge advised that her role is to; monitor Public Rights of Way, report problems, clear back vegetation. However, landowners are responsible for paths. Moira attempts to walk as many paths as possible, she advised that residents and the Council can help by reporting problems to her, also taking clippers on walks to help clear back hedges where necessary.
1. **Highways –**
	1. **VAS (Vehicle Activated Speed Sign) –** Cllr Adams stated Malvern Hills Council have advised that the PCC will not be able to support individual Parish Council VAS purchases. Cllr Adams is disappointed as he had been under the impression that money was ear-marked specifically for this purpose. Chair had received 2 sets of quotes for consideration which he shared with the Council. Chair believes the aim should be to have a new VAS on the hill, as opposed to moving the existing one. Cllr Adams feels a review is needed of several parts of the B4084, as there are many hazardous stretches. Cllr Adams pledged a donation of £1,500 - £2,000 for a new VAS. *Action: Clerk to assess budget to determine viability of purchase.*
	2. **Double yellow lines** on corners by t-junction from Church Lane onto B4084**.** Cllr Adams is awaiting feedback from Highways. *Action: Bring Forward*.
	3. Planning has been approved for Digaway at Egdon, for parking vehicles. *Action: RA to share email with Clerk. Cllr Ward will keep us informed.*
	4. **Yellow Lines -** Cllr Adams confirmed that it is intended for yellow lines to be painted on Froggery Lane, to the side lane by the garage.
	5. **Bollard to close off the slip road** or a speed bump at slip way and level with right angle turn, would solve the current problems. *Action: Cllr Adams to investigate with B. Barnes.*
	6. **Overgrown Hedges** - Cllr Walker requested that overgrown hedges along footpath on mainroad from crossroads towards garage be cut back. *Action: Cllr Adams reported that the entire length would be cut back by Highways.*
2. **Lengthsman –**
	1. Clerk relayed an email from Lengthsman re. hedges of residents/landowners – need to know the specific landowners.*Action: Clerk report to Highways once details given.*
	2. Chair suggested that several Councillors meet up with Brian to discuss what has been done. *Action: Clerk to arrange.*
3. **Planning**
	1. **Applications** for discussion:
		1. **19/01954/HP Claverton Cottage – erection of framed garden room with covered walkway**. No comments.
	2. **Decisions made by Wychavon since previous meeting**;
		1. **19/01439/13 Claverton, Stoulton** – domestic oil tank in front garden. APPROVED.
		2. **19/01118/CU The Laurels**, Evesham Rod, Egdon. REFUSED

Extension of existing traveller site and relocation of two pitches and increase in pitches from four to eight and erection of amenity block.

1. **Finance**
	1. Council received Accounts to Date as per Clerks Report, item 9. Chair signed bank statements when cross referenced with Clerks Report.
	2. Council ratified payments made since last meeting – as marked \* on Clerks Report.
	3. The council approved payments as outlined in item 9. *Action: Clerk to make payments.*
	4. Form to be signed in relation to Bank Account contact details. *Action: Bring forward.*
	5. Check Church grass-cutting contract for renewal date. *Action: Clerk*
2. **Crime** – no crime report received from West Mercia Police.
3. **Correspondence -** none
4. **Councillors Reports and Items for future agenda *–*** Windmill Hill, pot-holes – *Action: Cllr Robinson to advise Clerk of the location to report to Highways.*
5. **Date of Next Meeting**

Move to third week of the month. Clerk to issue a list of dates once agreed with Village Hall.

 Meeting closed at 20:44pm

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Signed - Chairman