



Minutes of Meeting

Subject: Elmley Lovett Parish Council Meeting

Location: Cutnall Green & District Memorial Hall

Date and time: Held on 10 September 2013 at 19.30 hours

Present: N Cutler (NC) Chairman
J Homer (JH) Vice Chairman
J Bache (JB)
L Brookes (LB)
M Broomfield (MB) County Councillor
S Taylor (ST) Clerk

Apologies: A Maiden (AM)
A Barlow (AB)
District Councillor A Fisher
District Councillor A Miller

Distribution Parish Councillors
District Councillors
County Councillor
Parish notice board

Date issued: 11th September 2013

Item	Action
1. Declarations of interests	
	Mr Aston and Mrs Bache are members of the Memorial Hall Committee. Mr Homer is a member of the Elmley Lovett Parochial Church Council. Mrs Brookes is a member of Hartlebury Parish Council.
2. Minutes of Meeting on 9th July 2013	
2.1	J Homer requested that the section detailing the discussion regards the issuing of the Minutes be deleted, this was proposed and seconded by J Bache. S Taylor has prepared a second set of minutes which omitted this discussion.
2.2	L Brookes requested whether the amended minutes still contained the note regarding her non attendance to which she expressed some disappointment. NC advised that this matter needed to be addressed and noted that apologies were not received for the last meeting which L Brookes acknowledged and apologised. She advised that she would notify of any apologies in the future
2.3	Subject to these amendments it was agreed that the Minutes could be signed as a true and accurate record.
3. Councillor attendance	Action



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3.1 A Barlow has again not attended; S Taylor advised that his non attendances had been explained.

4. Matters arising

4.1 **Potter Group – planning outcome, emergency plan and potential site visit** **NC/JB**

(Clause 4.1) L Brookes advised that she had spoken to the Environment Agency and they had confirmed that they were satisfied with the arrangements for storage of the chemicals. Potter Group are agreeable to a site visit by the Parish Council but no one was available to go on the original date due to holiday commitments. N Cutler confirmed that he felt someone should go and it was agreed that he would arrange to go and also be accompanied by J Bache.

It seems that this is as far as we are able to take this matter at this time but subject to the outcome of the site visit. It was agreed that we would try and get a full list of what is being stored and the effect should there be a major fire / emergency.

S Taylor explained that when The Potter Group attended a Council meeting some time earlier they stated that the major element stored was Chlorine and water was not an appropriate extinguisher which would not give rise to water run-off. This was reported in part to answer to L Brookes concern about contamination to any water aquifers.

L Brookes advised that she had found that the site at Rushock was reported to be contaminated and she had brought this to the attention of the Environment Agency (Sarah Dennis) but had not received a satisfactory answer.

It was agreed that N Cutler would ask for a copy of their risk assessment.

4.2 Playground Maintenance

4.2.1 (Clause 4.2) J Bache advised that she has had an email from the lengthsman for carrying out the maintenance work which was for approximately £200 but was looking for confirmation from the Council prior to instructing him. S Taylor is to write and confirm and also to ask him to attend at the next meeting. **ST**

4.3 Rural Rate Relief

4.3.1 (Clause 7.1) N Cutler has not had an opportunity to see L Morton and is to make a note to see him when he returns from holiday. **NC**

4.4 Hedge Trimming

4.4.1 (Clause 8.5) The hedge trimming at the junction of The Knoll and the A442 has now been done.



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4.4.2 On a related matter N Cutler was requested to look at another area but he could not identify the area in question unless it related to a dwelling. He thought that with a private dwelling where the hedge encroaches onto the highway it is not for the Lengthsman to address this. J Homer is to go and inspect the area concerned which is by The Rectory and confirm this is the case. JH

M Broomfield confirmed that any tree and hedgerow which overhangs is the responsibility of the house holder.

4.5 **Insurance**

4.5.1 (Clause 4.3) N Cutler tabled a report on the insurance policies and advised that the policies were quite complicated. ST

S Taylor is to provide N Cutler with the policy schedule (particular interest is with the Public Liability cover).

5. **Planning**

5.1 There is an application in for a change of use on Hartlebury Trading Estate but the papers were not available.

The change of use is from storage to retail outlet. It was agreed that there was no comment in respect of this ST

6. **Bank balances and financial transactions requiring authorisation**

6.1 **Bank balances**

at 31.08.13	£
Barclays current account no. 40319465	3448.88
National savings account no. 138040611	213.48
Nationwide Building Society	<u>423.11</u>
	<u>4085.47</u>

6.1.1 S Taylor will put together the figures for consideration of the precept for the next meeting.

The amount in current account was discussed and it was agreed that this would remain at present as interest rates are so low it will not make any difference at present. ST

It was agreed that the two small accounts would be kept open but the majority of the money would be transferred.



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6.2 Payments due – authorisation required

None £

7. Correspondence for circulation

7.1 New Homes Bonus – ST to circulate papers and this is to be put on the Agenda for next meeting **ST**

7.2 CALC network event, N Cutler questioned the relevance and value of being a member of this.

S Taylor advised that there were various initiatives but this depended upon the activity of the Council. If the Council does not want to expand its' activities then it is probably not worth being a member

M Broomfield advised that if the Council needed advice then this is available via the District and County Councils.

This is to be considered when membership comes up for renewal

7.3 The report shows that there is some vandalism locally and then the theft of cabling from the railway.

N Cutler feels that we ought to invite them to come on a periodic basis otherwise they may as well not exist as far as the Council are concerned. **ST**

S Taylor to invite them to attend on a four monthly basis and they will be put to the head of the agenda.

8. Items of parochial interest

8.1 M Broomfield advised that a tree has been felled in the green triangle around by Stone Cottage.

8.2 A Aston noted that the road surface on the C1246 on the bank down from Upton Farm and Stone Cottage was in a poor condition, M Broomfield advised that it was now John Frasier who should be contacted in lieu of R Fulley. S Taylor to write **ST**

8.3 J Homer noted that the bank collapse to the brook at the bottom of Shooters Wood was still in a poor condition where the trees have collapsed into the brook and could possibly cause a food risk by blocking the stream where it goes under the bridge.

A Miller had suggested that M Broomfield may have some money to purchase extra lengthsmen hours. M Broomfield to check. This might be a solution to this problem but it does not come under his responsibility and so he would have to be employed in a private capacity. **MB**



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8.4 S Taylor noted that the highway repairs which have been carried out have not been done very well. Unfortunately there doesn't appear to be anything we can do with this other than bring it to the attention of J Frasier.

9. **Next meeting**

Tuesday 8th October 2013 at 19.30 hours at Cutnall Green & District Memorial Hall.

10 **Meeting closed**

20.38 hours.