

BAYTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Bayton Parish Council held in Bayton Village Hall at 7.40pm on Tuesday 13th May 2014

Present: Cllr Blount (Chairman), Cllr Salisbury (Vice Chairman), Cllr Carver,
Cllr Taylor, Cllr Miles, Cllrs Rochelle

In Attendance: Clerk, 6 Members of the Public.

1. **Election of Chairman** - It was agreed by all that Cllr Blount be elected. Declaration of Office signed. Cllr Blount was thanked for his work as Chairman over the last year.
2. **Apologies:** Received and accepted from Cllr Clarke. Cllr Miles advised he will be late.
3. **Election of Vice Chairman** – It was agreed by all Cllr Salisbury be elected.
4. **Declaration of Interest:**
 - a. **Register of Interests** – No changes declared.
 - b. **Disclosable Pecuniary Interests** – None declared.
 - c. **Other Disclosable Interests** – all Cllrs for item 22 regarding Defibrillator and associated costs.
5. **Dispensations** –
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
 - b. Dispensation granted on 8th April 2014 for all Cllrs to speak and vote until May 2015 on matters concerning the Defibrillator and associated costs.
6. **Public Question Time** – No matters raised.
7. **Standing Orders** – New Standing Orders to be looked at in July.
8. **Financial Regulations** – New Regulations to be looked at in July.
9. **Code of Conduct** – No changes, Cllrs should have own copies.
10. To consider the Councils Scheme of Delegation and to appoint members to the following:
 - a. **Staffing Working Party for Clerk**
Chairman, Vice Chairman, Cllr Rochelle
Grievance and Disciplinary Committee
Vice Chairman, Cllr Carver, Cllr Clarke
Appeal Grievance and Disciplinary Committee
Chairman, Cllr Taylor, Cllr Rochelle
Lengthsman Co coordinator
Cllr Taylor, Cllr Blount – Clerk Line Manager
 - b. **Planning Working Party**
Chairman, Vice Chairman, plus one other depending on site of application.
Cllr Clarke to form comments with Clerk on controversial applications
Emergency Planning
Cllr Carver, Cllr Clarke
 - c. **Clerks Finance Support Group**
Cllr Carver to check bank reconciliations on a monthly basis.
All Cllrs to input on other matters
Signatories
HSBC – All Cllrs to be on mandate.
Investment Account – Cllr Carver Cllr Taylor – Online admin. Cllr Carver with Clerk.
11. **Councils Risk Assessment** (circulated) – It was agreed Chairman to sign.
Insurance - due 1st June. Clerk awaiting update from Insurers due to purchase of BT Boxes, Defibrillator and Lifeboxes. To agree payment by email when new premium confirmed.
12. To appoint volunteers to the following roles:

BAYTON PARISH COUNCIL

- a. **Footpath Officer** – Clerk agreed to carry on in this role, Cllr Taylor offered to help.
 - b. **Tree Warden** – Clerk agreed to carry on in this role.
- 13. To consider appointment of representative to outside bodies:**
- a. Bayton Village Hall Committee (1Cllr). No one Cllr could commit. Clerk to ask Hall Committee if any one Cllr can attend. List of meeting dates needed in advance.
 - b. Clows Top Village Hall Committee (1 Cllr). As above, Clerk to contact Hall Committee.
 - c. Worcestershire CALC Meeting (2 Cllrs). It was agreed any Cllr can attend meetings.
- 14. Minutes of Parish Council Meeting held on 8th April 2014** were agreed by all and signed by Chairman.
- 15. District Cllrs report** – Vacant position.
County Cllrs report – See report at end of these minutes.
- 16. Progress reports for information:**
- a. **New noticeboards Coronation Corner and Clows Top** – Noticeboards being coated with oil. It was agreed Coronation Corner board to be moved over beside telegraph pole, Clerk to contact Highways and Planning Office to obtain consent to move.
 - b. **Tree survey** – Report found dead wood in oak tree on Church Car Park. Clerk to obtain quotes.
- 17. Reports on Meeting attended by Clerk or Councillors:**
WCC Conference 30th April – details will be circulated by WCC.
- 18. Finances –**
- a. **Payments made** – Mr G Passey (noticeboards x 2) = £700.00, Hollands Coaches (minibus 13wks) = £180.00, Worcestershire CALC (subs 14-15 see item d) = £226.00, Mrs P Howell (internal auditor 13-14) = £50.00, Bayton Village Hall rent (2012-2014) = £155.00, LCR subs = £17.00, Mrs S Burrows (oil for noticeboards) = £23.17, Clerks Expenses 13-14 (see item e) = 394.74, Adrian Hope Tree Services (Oak tree survey) = £120.00, Mamble PC (50% minibus grant Shropshire Council) = £125.00, Mrs S Burrows (CiLCA 50% registration fee) = £75.00, MHDC Rate relief (see item 21) = £76.82, LM April = £195.00.
 - b. **Payments received** – Interest April 2014 = £0.48, WCC LM March £156.00, Shropshire Council (minibus grant 50% for Mamble PC) £250.00, **Defibrillator Donations £1119.93**, MHDC Precept/Grant £3500.00.
 - c. **Bank Reconciliation** – Signed for April 2014. Balance agreed as Current Account = £9732.29, Investment Account = £5685.20.
 - d. **Worcestershire County Association of Local Councils** - subscription 2014-15. It was agreed to pay £226.00.
 - e. **Clerks Expenses 2013-14** (circulated) – it was agreed by all to pay £394.74, details in files.
 - f. **Clerks Training for Certificate in Local Council Administration (CiLCA)** – it was agreed to pay 50% of registration fee = £75.00 and to fund 50% of other training meetings (£200.00).
 - g. **To receive Internal Auditors report** – No queries made. Notice regarding audit on noticeboards.
- 19. Planning:**
- a. Plans circulated since last meeting - None
 - b. Decisions received since last meeting- None
 - c. Plans for comment on tonight – None
- 20. Road report**
- a. **Lengthsman** – To meet jetting lorry 28th May.
 - b. **Problems to report** –
 - c. Nineveh Road, Houghtons Pole Bridge – awaiting repairs.
 - d. Meadow Farm water problem – awaiting repairs.
 - e. B4202 Carton Farm water – under investigation by Clerk.
- 21. Clows Top PO Business Rate Relief application** – it was agreed by all that a contribution of £76.82 as requested should be paid for the following reason - **the business is of benefit to the local community and it is reasonable for the parish to support it financially – 50% Discretionary relief will be awarded.**

BAYTON PARISH COUNCIL

- 22. Defibrillator Machines** – it was agreed to allow a budget of £150.00 per BT Box to enable the Machines to be fitted. It was suggested an official opening be arranged. A donation of £650.00 has been received from Mrs Kempson who used to live in Bayton, she wished it to be noted in the minutes. Letter of thanks has been sent.
- 23. BT Box Bayton Common** – it was agreed to budget £50.00 for box to be used as information point.
- 24. Correspondence for information** –
Email correspondence circulated - list in minute's folder.
Various information posters to be put on noticeboards.
Financial Training full day - 19th June if Cllrs interested cost £75.00 per person, Clerk has booked a place.
Complaints had been received regarding dog mess in Bayton and Clows Top. Signs to be put up.
- 25. Clerks report on Urgent Decisions since last meeting. None**
- 26. Councillors' reports and items for the next agenda.**
Bayton Village website
- 27. Date of next meeting: TUESDAY 10th JUNE 2014**
- 28. Meeting Closed 8.37pm.**

Signed----- Date 10th June 2014
Chairman

COUNTY COUNCILLOR REPORT

1. Introduction

It is good to have the chance of reporting on the year just gone. The Tenbury Division covers a lot of territory and 18 different councils, so it is difficult to meet residents regularly. I endeavour to attend most Parish and Town Council meetings and send written reports if not, which are often published on the internet.

I hope I have been appropriately responsive to enquiries, ideally coming by email, but I am happy to deal with queries from letters or phone calls. Please let me know if the communication is not working properly.

2. General Economic Situation for WCC

At the Parish Conference last month, the outgoing and incoming Chief Executives gave a summary of the situation concerning the Council. In general, the financial situation is serious but under control, although how we are to save the £25 million or so in a couple of years is not clear.

Fundamentally, Children's Services and Adult Social Care are demanding more money, making it difficult to maintain services in the other sectors. The aim is to keep those two areas below 60% of total expenditure. Broadly speaking, the Council wants to shift from being a provider to being a commissioner of services, using a variety of organisations to take over the services.

This is part of the Act Local approach where we seek to involve other operators and District and Parish Councils, expanding schemes like the lengthsman. The important aspect of that scheme is that it is administered locally but paid for by the County, indicating that solutions don't need to mean other people paying for the work.

Whatever scheme is used, it will not remove the County's responsibility for being the accountable authority and a lot of work is going on to see how this can be organised to be effective. There has been a task group studying the whole operation, and its report will go to the Cabinet on the 9th June and it can be read on the WCC website now.

3. Digital Council

At present some 85% of all contacts between residents and the Council are by telephone. It is the aim of the Digital Council project to switch to digital reporting through the website, so that in future 85% of all such contacts are by that route.

A new system of reporting problems is being trialled starting last week, as a way of replacing the verbal reports to the Hub. It will make the system much easier, allowing multiple reporting at one visit, easier location of faults be they potholes or faulty street lights, and the system will keep those who report problems up to date with emails that will detail every step of investigation and remedy.

It all happens under the same "Report it" section of the website and can be tried out now. The Council would welcome any feedback on how it is working before the public announcement in June

BAYTON PARISH COUNCIL

4. State of the Roads

One of the most commonly reported problems concerns the state of our roads. Recently the public satisfaction with the state of the roads has fallen and the County conducted a study last autumn to find out why. This was in the context of the objective measurement of our principal roads being of an improving standard.

The results seemed to indicate that various factors, like being held up by road works, poor information about road works and poor signage, all influence the public's attitude. Regrettably the study did not seek to find out how much the impression is influenced by the state of roads elsewhere in the country and in particular in neighbouring counties with significantly worse records on road maintenance.

The repair work on the A456 at Broombank has been completed, and the whole stretch will be surface dressed this summer. There will be additional signage to seek to slow traffic and prevent any further accidents. I have been pressed to urge a review of speed limits, as requested by Mable Parish Council.

5. Responsiveness of WCC and the Utilities

Whatever the state of the roads, the Council needs to be responsive to complaints and comments. We need to be kept up to the mark in such matters, and I would like to hear from anyone who feels that they have not been adequately treated when reporting problems. It can be that the response is excessively bureaucratic.

The same applies to the utilities. The Overview and Scrutiny panel that I chair has examined this problem recently and have made clear to a representative of Severn Trent, who also sits on a national committee of all the utilities, that performance and responsiveness has not been good.

6. Bus Subsidies

The final report of the group looking to save the cost of subsidising bus routes will be published in early June. The public consultation resulted in the planned savings being reduced from £3 million to £1.9 million. My O&S panel will examine the report on the 6th June. The nearest one to here would be the 291 from Tenbury to Kidderminster, which attracts a subsidy of £3.71 per journey.

I do not know the result of the review but the principles underlying any decisions give cause for optimism. The three main priorities are fulfilling the statutory duty to get children to and from school, to reflect the problems of rural isolation and to help people get to work. From that you may deduce that the 291 is well placed to continue.

7. Broadband Penetration and Importance

The progress of the rural broadband roll out was also discussed at the Parish Conference. The BT contract, signed last August, will be rolled out in 8 phases up until mid 2016, and the first two have been announced. It is important to note that Worcestershire is unique in insisting that businesses should be included in this roll out, as well as residences, as we recognise the importance of broadband for businesses, especially in rural areas.

Abberley should soon be benefitting from the DEFRA scheme, where the £1.147 million will be channelled through BDUK. Here in Bayton, you are part of the North West Consortium and the introduction of your service beat the DEFRA one by at least a year.

The next phases will be announced as they are determined, according to the results of surveys, value for money and demand. In January 2013, just 3% of Tenbury households had expressed an interest. That number had risen to 4.5% by January this year, which is not very impressive when compared with the figures of 66.4% for Little Witley and 54.9% for Abberley. The figures for Bayton were 20 and 24.6% - very good, putting you 4th in my table of 23 parishes. It is certainly worth seeking to increase the percentage of households registering an interest, as BT respond in part to demand!

The map can be seen on the Superfast Worcestershire pages of the WCC website. The next phases will be announced as they are determined, according to the results of surveys, value for money and demand.

More money has been allocated to increase coverage from 90% to 95% and we hope this will be forthcoming. WCC and BT will be working on a sequence of coverage in that sector and I can only suggest continued increase in demand from households and businesses that are not well covered as yet, to seek to get into the 95% sectors.

8. WCDF

As of the start of the new financial year, my Divisional Fund has been replenished to £10,000 again and I am very keen to hear of suitable projects on which to spend it, apart from the highway scheme mentioned above. My principle is to give relatively small sums to as many groups as possible, ideally involving a large number of beneficiaries and for projects that can be self-sustaining in the long term. It is pleasing to hear that your defibrillator is in place and ready for use – which we all hope will be very rarely!

Cllr Ken Pollock
Martley,
Worcester
13th May 2014
