

## Defford and Besford Parish Council

The Minutes of the Parish Council meeting held on Tuesday 4<sup>th</sup> September 2018 at Defford Village Hall

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Present: Councillors Clive Woods (Chair), Jane Thompson, Patricia Steele, Julian Clarke, Ian Spires, Hazel Wakefield, Ron Davis

In Attendance: Clerk & 4 members of the public.

1. The chairman welcomed councillors and the four members of the public present.
2. Apologies were received from Cllr NS & RA
3. Declarations of Interest:
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. Cllr IS on the Village Hall Car park
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

4. Minutes of the Parish Council Meeting on 3<sup>rd</sup> July 2018 were approved. Proposed by RD & seconded by PS

5. The chairman closed the meeting at 19h50 to open the floor to the public. Comments attached raised were;

*Parish Council Agendas to be put in the parish council notice board by the church. It was agreed to look into who had the key.*

Meeting reconvened at 19h55.

4. Councillors' reports: for information and items for future agendas
  - (a) County Councillor Adrian Hardman, no report due to August closing down for the summer
  - (b) District Councillor Ron Davis, no report due to August closing down for the summer. He anticipated that Waitrose Store should be open by Christmas.
  - (c) West Mercia Local Policing Team, no report
  - (d) Councillors reports
    - a. Bus services – will be a reduced service
    - b. Visit to the recycling centre at Norton on the 26 October at 9am, PS to advertise in the Parish Magazine.
    - c. Compliment to WDC for the ease at reporting problems. Street signs on Ladywood road were reported.
5. Parish Clerks Report, no report.

## 6. Planning

- a. To consider planning applications for comment and decision notices received.

<a href="#">18/01568/CLPU</a>	6 Box Tree Close Defford Worcester WR8 9BX	Rear extension <i>No objection</i>	Pending decision
<a href="#">18/01448/HP</a>	Candleford Harpley Road Defford WR8 9BL	Front extension to enlarge living space and create porch area. <i>No objection</i>	Pending decision
<a href="#">18/01766/HP</a>	Spring Cottage Harewell Lane Besford Worcester WR8 9AT	Repairs and conversion of existing derelict cottage with associated extension and link. Replacement of existing garages fronting highway with new garage building set within existing site <i>No objection</i>	Pending decision
<a href="#">18/01767/LB</a>	Spring Cottage Harewell Lane Besford Worcester WR8 9AT	Repairs and conversion of existing derelict cottage with associated extension and link. Replacement of existing garages fronting highway with new garage building set within existing site - Listed Building Consent <i>No objection</i>	Pending decision
<a href="#">18/01679/LB</a>	Besford Bridge House Besford Bridge Besford WR10 2AD	Replacement windows and alterations to external walling to utility room. <i>No objection</i>	Pending decision

## 7. Finance

- (a) Bank Balance - current account balance as at 7<sup>th</sup> August £19,132  
 (b) Quarterly budget review, circulated and approved.  
 (c) Grass cutting is the PC's largest expenditure each year. It was agreed that the PC would go out tended in November – look at mowing terms and conditions CW/ME  
 (d) To approve any payments due, proposed by RD, seconded PS

Ref	Payee	Description	Net	VAT	Total	Cheque no
1	N Power	Lighting	£ 154.37	£ 7.72	£ 162.09	1087
2	Pendas	Website	£ 30.00	£ 5.00	£ 25.00	1088
3	New Farm Ground	Lengthsman	£ 100.00	£ 20.00	£ 120.00	1089
4	Childrens Play	Inspection	£ 82.00	£ 16.40	£ 98.40	1090
5	PATA	Payroll	£ 10.00	£ 2.50	£ 12.50	1091
6	Besford Court	Room hire	£ 25.00	£ -	£ 25.00	1092
7	M English	Wages	£ 748.20		£ 748.20	1093
8	PATA	Payroll	£ 17.50		£ 17.50	1094
9	HMRC	PAYE	£ 217.60		£ 217.60	1095
10	M English	ICO	£ 40.00		£ 40.00	1096
11	M English	Expenses	£ 16.99		£ 16.99	1097
12	LA Garden	Mowing	£ 487.50		£ 487.50	1098
13	I Spires	Material for VH	£ 1,680.00		£ 1,690.00	1099
	TOTALS		£ 3,609.16	£ 51.62	£ 3,660.78	

8. Parish Council Aims and Objectives  
Update on issues raised and feedback from Councillors

<u>Aims/ Objectives</u>	<u>Responsible</u>
1) Lengthsman Clerk to meet with the lengthsman to do a audit and risk assessment	ME & CW
2) Resurfacing of village car park, taking place 11/09 will be closed for +3 days. VHC will inform all users. IS to erect notices in the vicinity	IS & HW
3) Upkeep of Millennium Green (MG) /Play Area, no report	NS
4) Campaign to reduce dog fouling in the village, on going. Seems to be bad along Spring Bank lane.	NS
5) Parish Council Website, 5.1 to advertise it in the PC magazine 5.2 take off all previous years agendas, minutes, accounts, etc All councillors and residents present agreed that the website is running well.	JC
6) Defibrillator, agreed to fit it to the Church Room wall which won't cost as much as the refurbishing the phone box, estimated cost of £1600. Agreed to sell the telephone box and refund Rooftop.	JT
7) PACT, no report	All
8) GDPR – registered with the ICO	ME
9) Asset register and risk assessment, on going	ME/NS
10) Street Lighting, agreed to transfer our services to EON	JC
11) Highways, Byways, Flooding & Signage a. Village hall sign, still outstanding Clerk to contact Cllr AH b. Shrubbery still blocking pavements, Clerk to follow up. c. Church Road, Clerk to ask Cllr AH if they can do a temporary repair pending the completion in 2019. d. Damage to kerbs stones in Church Lane, Chair to follow up with the developer. e. Woodmancote road sign, one still missing. f. Bourn Road flooding in four places, clerk to inform Cllr AH	AH/ME ME AH/ME CW AH AH
12) Footpaths a. Footpaths in the parish are looking over grown especially from Crown Lane to the railway b. Footpath warden job description still outstanding	AH/ME ME
13) Telephone box a. Besford – A resident is interested in taking the phone box over. To investigate if this is permissible or if the PC retain and manage same.	PS/ME

9. Parish Council Transparency policy, ME to circulate.

10. Village of Culture, brochure sent to Tony Kent ( Village Hall Chairman).

11. Correspondence for Information: To note the appendix of items which have been circulated or will be available for inspection at the meeting (if applicable)
- a. Correspondence from resident re audit, website and transparency - circulated.

12. Next Parish Council Meeting: Tuesday 20<sup>th</sup> November 2018 @ 7.45 pm at Defford Village Hall.

With nothing further to discuss the meeting closed at 9.25pm.

Signed

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Chairman

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Date

DRAFT