

**MINUTES OF THE MEETING OF KEMPSEY PARISH COUNCIL HELD ON
MONDAY, 10th AUGUST, 2009 AT 7.30 p.m. AT KEMPSEY COMMUNITY CENTRE**

Present :- Mr. T. Ward, in the Chair

Ms. M. Baker; Mrs. K. Biddle; Mr. N. Brookes; Mr. K. Blackwell; Mrs. C. Campbell;
Mrs. P. Gerrard; Mrs. A. Hart; Mr. D. Harrison; Mrs. J. Jones; Mr. M. Legg;
Mr. J. Michael and Mrs. H. Willcox.

Also in Attendance :- Mrs. M. Walters and Mr. M. Biddle, District Councillors.

Apologies for absence were received from Mr. R. Bullock, County Councillor.

6659 DECLARATION OF INTERESTS

As someone holding registered grazing rights on all commonable areas other than Kerswell Green Common, Mr. Harrison declared a personal, possibly prejudicial interest in respect of the Commons and Hams Committee Report at Agenda Item 13 and a similar interest in respect of items of correspondence shown at Agenda Items 10(d) and 10(q)

Mr. Michael declared a prejudicial interest in respect of Agenda Item 12 relating to planning application MH 894/09 – The Lawns, Main Road, Kempsey.

As a resident of Church Street, Mrs. Campbell declared a prejudicial interest in respect of Agenda Item 6 - the second recommendation from the Finance and General Purposes Committee concerning financial support for the Kempsey Flood Alleviation Scheme.

6660 OPEN FORUM

It was proposed by Mrs. Jones, seconded by Mrs. Gerrard and resolved that Standing Orders be suspended for the Open Forum. Notes from this part of the meeting are annexed to the signed minutes. At the conclusion of the Open Forum, the Chairman re-imposed Standing Orders.

6661 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting of the Parish Council held on Monday, 13th July, 2009, had been previously circulated to the members. On the proposal of Mrs. Jones, seconded by Mrs. Hart they were confirmed and signed by the Chairman.

6662 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

The Minutes of the Finance and General Purposes Committee held on Monday, 3rd August, 2009 had been previously circulated to the members. On the proposal of Mrs. Hart, seconded by Mrs. Gerrard they were confirmed and signed by the Chairman.

6663 PREVIOUS MINUTES – RECOMMENDATIONS AND UP-DATES

Parish Council

There were none.

Finance and General Purposes Committee

Mrs. Campbell had previously declared a prejudicial interest in the second recommendation and left the room whilst the second recommendation, and also the third and fourth recommendations from the Committee were discussed.

The first recommendation from The Finance and General Purposes Committee was that a figure of £8,000 should be included in the Budget for 2010/2011 to be raised through the Parish Precept for the provision of a Post Office in Kempsey. In the event that this funding was needed during the current financial year (2009/2010), the Committee recommended that a sum of £8,000 should be taken from Reserves for this particular purpose and then be reimbursed with a similar sum of £8,000 as and when the Precept for 2010/2011 was received from the District Council. On the proposal of Mr. Michael, seconded by Mrs. Jones this recommendation was carried with Mr. Brookes abstaining from voting.

The second recommendation from the Finance and General Purposes Committee was that a sum of £5,000 should be allocated to the Environment Agency as support for the Kempsey Flood Alleviation Scheme on the basis that it would be paid over as and when requested by the Environment Agency and that this sum of £5,000 would form part of the Parish Council

Budget for the 2010/2011 financial year and would be raised through the Parish Precept. The third recommendation was that in the event that the allocated sum of £5,000 was un-spent as a result of not being requested during the 2010/2011 financial year, that same amount of £5,000 should then revert to Parish Council Reserves in line with the Parish Council's agreed policy of building up the reserves to Precept level.

The fourth recommendation was that in the event that the allocated sum of £5,000 was requested by the Environment Agency during the current financial year (2009/2010), this particular sum should be borrowed from either Parish Council Reserves or from the contingency sum of £5,000 which had been allocated in the General Budget until such time as the Precept for the 2010/2011 financial year was received from the District Council when it would be reimbursed in full.

On the proposal of Mr. Harrison, seconded by Mr. Brookes the Parish Council voted unanimously in respect of each of the three above recommendations.

6664 COUNTY COUNCIL REPORT ON LOCAL ISSUES

In Mr. Bullock's absence there was no report.

6665 DISTRICT COUNCIL REPORT

Mrs. Walters had nothing to report.

Mr. Biddle expressed his concerns about the results from the Housing Needs Survey and the confusing statistics. He then outlined the proposed changes to the local bus service where the intention was to run an hourly service to Upton and Malvern with a similar service operating on the other side of the river. Mr. Biddle concluded by reporting that the District Council would be holding a meeting with the developers at The Lawns to discuss future use for this area and planning gain through the imposition of section 106 conditions. It was agreed that the co-Chairmen of the Recreation Committee, Mrs. Campbell and Mrs. Gerrard would attend this meeting on behalf of the Parish Council in order to present proposals for new play areas and new play equipment.

6666 CORRESPONDENCE

All correspondence, both for report and for information had been made available for inspection by Parish Council Members between 7.00 p.m. and 7.30 p.m.

(a) Ikon Capital – Photocopier- End of Lease Agreement

It was agreed to review this matter when budgets were set for the next financial year.

(b) MHDC – Repair and Replacement of Street Signs

The Clerk was asked to include this information in the Extract for the Parish Magazine.

(d) MHDC – Caravan Park at Bestmans Lane, Kempsey

Mr. Harrison had previously declared a personal, and possibly prejudicial interest in this matter and left the room. The Parish Council noted the contents of the letter.

(e) March and Edwards – Hair Salon- New Lease

The Parish Council noted that the leases had been handed to the new tenant for signing.

(g) MHDC – Warmer Worcestershire

The Clerk was asked to include this information in the Extract for the Parish Magazine.

(h) Clement Keys – Annual Return for 2008/2009 – Request for Additional Information

The Parish Council noted that an unqualified audit opinion had been given.

(j) Mr. J. Stroyd and (k) Kempsey Tennis Club – Fire at Sitting Area adjacent to Elgar Drive

The Clerk was asked to forward these letters to the Parish Council's insurers.

(n) MHDC – Multi Agency Flood Plan

The Clerk was asked to submit the requested information.

(o) Malvern Hills Conservators – Prevention of Vehicular Encroachment on Common Land

Mr. Harrison had previously declared a personal, and possibly prejudicial interest in this matter and left the room. The Parish Council noted the contents of the letter.

6667 ENVIRONMENT COMMITTEE

(a) Notice Board outside The Parish Hall

The Parish Council noted that the new front was on order and would arrive in mid September.

(b) Litter Bins – Estimates for Fixing/Purchase of Ground Fixing Kits

The Parish Council noted that the 4 new bins had cost £855, the 4 fixing kits would cost £100 and there would be a charge of £380 for installing the 4 bins. This amounted to £1,334 and would give an overspend of £334 on the budget figure of £1,000. After a short discussion the Parish Council resolved that this overspend of £334 should be taken from the contingency sum of £1,000 allocated in the Environment Committee Budget and that the 4 bins should be installed in the previously agreed locations.

(c) Bus Shelter at Pixham Ferry Lane

The Committee Chairman reported that three estimates had now been received for the bus shelter at Pixham Ferry Lane. Two were to refurbish the existing shelter and one was to replace it with a metal construction containing Perspex. On the proposal of Ms. Baker, seconded by Mrs. Willcox the Parish Council resolved to accept the lowest estimate in the sum of £1,326.00 from Marlbank Sheet Metalworkers to refurbish the existing shelter. It was noted that this estimate had not yet been submitted in writing to the Parish Council. The Committee Chairman confirmed that this estimate would include the cost of taking down and disposing of the old shelter.

6668 PLANNING REPORT

(a) Comments made to Malvern Hills District Council under Delegated Powers

MH 868/09 – Land at Clerkenleap, Bath Road – Provision of additional unit (Full) – No objections but concerns about vehicular access and “second storey” not shown on plans.

MH 1008/09 – 1 Oakfield Drive – Single storey front extension and first floor side extension (HOU) – No objections

(b) For report

MH 998/09 – The Original Stores, 2 Church Street – The Parish Council had no objections. Would the revised entrance be suitable for disabled access and would there be a push button facility for disabled users?

MH 894/09 – The Lawns, 33 Main Road

Mr. Michael had previously declared a prejudicial interest in this matter.

The Parish Council had no objections but concerns that :-

a) The application did not take into account the other proposed expansion at The Lawns as shown in planning application MH 874/09

b) Would the existing sewage scheme be able to cope with the proposals in this planning application and also with the proposals for the nine two-storey dwellings as shown in planning application MH 874/09?

c) What would be the impact of vehicular access onto the A.38 if both this application and also MH 874/09 were approved?

d) The external appearance of the new units should be consistent with the external appearance of the existing building and should therefore be brick and render.

6669 COMMONS AND HAMS COMMITTEE REPORT

Mr. Harrison had previously declared a personal, and possibly prejudicial interest in all matters in this report other than those relating to Kerswell Green Common. He remained in the meeting whilst the first item relating to Kerswell Green Common was discussed. The Committee Chairman reported that the County Council had recently carried out a drainage survey at Kerswell Green and that it would be helpful to have a copy of this document in order to be able to determine the drainage arrangements at Kerswell Green. The Clerk agreed to speak to Mr. Bullock about this request. At this point Mr. Harrison left the room. The Committee Chairman then reported that the letter which had been sent to landowners and residents adjoining common land would need to be re-issued as a result of an amendment to the law relating to common land. It had now been established that the proposal to install posts in front of The Gurkha Knight was not illegal as they would still permit legal use of the common on foot and on horseback. He therefore proposed that the Parish Council should seek tenders for this work. This proposal was seconded by Mrs. Jones and was carried

unanimously. The Committee Chairman then pointed out that it would be necessary to obtain a copy of the Commons Register for Ashmoor Common in order that all registered graziers could be contacted about the management plan. It was noted that The Hams became commonable in two days time. The Clerk was asked to write to the principal landowner and request a key to his padlock on the locked entrance gate.

6670 RECREATION COMMITTEE REPORT

(a) Pavilion Works – Progress Report

It was noted that the Sports Association had still not sought estimates for the damaged fascia boarding. The Parish Council Chairman reported that he and another Member had prepared a specification for this work which had since been sent to local builders.

(b) Overgrown Area by Boundary Fence

The Committee Chairman reported that Mr. Clarke had submitted an estimate to tidy up the area on the Playing Field side of the chain link fence. However, he had pointed out that the untidy area between the chain link fence and the boundary fence belonging to the neighbouring property was impossible to reach. The Parish Council agreed to look into ways in which this area could be reached.

6671 COMMUNITY CENTRE COMMITTEE REPORT

The Committee Chairman reported that a car had driven into the wall of The Hair Salon and caused structural damage to the wall and other parts of the building including internal damage in the Salon itself. This matter was being dealt with by the Parish Council's insurers. The new lease in respect of the Hair Salon was with the new tenant awaiting his signature.

6672 CHAIRMAN'S MONTHLY UPDATE

The Chairman reported on the very positive meeting which had been held with the District Council's Chief Executive and the Solicitor. As a result, there would now be follow up meetings when issues such as the litter bins being emptied twice weekly could be discussed. He then reported that great strides were being made with the proposed new play equipment which it was proposed to install at the Playing Field, at Kings Hill and at The Limes. The conditions for applying for the maximum possible grant of £55,000 had now been slightly relaxed in that only an expression of interest in applying for this funding was now required. However, the Chairman pointed out there may come a time when it might be necessary to ask the Parish Council to give interim financial help using funds allocated in the Recreation Committee Budget for the provision of new play equipment. A Working Party would be held on Monday, 24th August in order to brief Parish Council Members on the proposals.

The Chairman pointed out that he had been alerted to an application for a Heavy Goods Vehicle Operator's Licence at Baynhall Garage. He felt that this matter should be drawn to the attention of the District Council in order that appropriate conditions relating to use of these premises could be set. Mr. Biddle and Mrs. Walters agreed to deal with this matter.

6673 THE POWER OF WELL BEING

After a short discussion it was proposed by Mr. Harrison, seconded by Mr. Michael and resolved that the Parish Council spend £50.00 on the CALC Briefing on The Power of Well Being. Once the Briefing had taken place, the Parish Council resolved that they would then consider the benefit to be gained if they adopted this new power.

6674 KEMPSEY HOUSING NEEDS SURVEY

This document had been previously circulated to the Members, who expressed their concerns about some of the figures. They were asked to notify the Clerk in writing about any areas of concern in order that a list of questions about the statistics could be sent to the District Council.

6675 RECEIPTS AND PAYMENTS/RECONCILIATION OF BALANCES TO 31/7/09

The receipts and payments/bank reconciliation to 31st July, 2009 had been previously circulated to the members. Copies of these documents are attached to the Signed Minutes.

6676 CONFIRMATION OF ACTION

The Parish Council ratified payment of the following urgent accounts which had been made

under delegated powers :-

Staff salaries for July as shown on the list circulated to Members and annexed to the Signed Minutes

David Walters – Emergency repairs to Community Centre windows - £42.00

Mrs. S. Cordell – Community Centre Cleaning – 15/6/09 to 6/7/09 - £150.00

BT – Office Phone - £121.87 (inc. £18.27 VAT)

NPower – Community Centre - £1,126.17 (inc. £146.89 VAT)

6677 ACCOUNTS FOR PAYMENT

The Parish Council resolved to authorise payment of the following accounts :-

Mrs. A.P. Halford - Petty Cash for July - £66.50

Worcs. CALC – Clerk’s Training Course - £25.00

Clement Keys – Audit Fee - £632.50 (inc. £82.50 VAT)

NALC – Local Council Review – Annual subscription - £48.00

New Farm Grounds Maintenance – Grass Cutting (May) - £114.10 (inc. £14.88 VAT)

New Farm Grounds Maintenance – Grass Cutting (July) - £114.10 (inc. £14.88 VAT)

R. Clarke – Grass trimming at Children’s Play Area - £33.00

R. Clarke – Gardening at Community Centre - £38.50

THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.15 p.m.

Signed at the next ensuing meeting of
Kempsey Parish Council

Chairman of such next ensuing meeting