

MINUTES OF THE MEETING OF KEMPSEY PARISH
COUNCIL HELD ON MONDAY, 8TH AUGUST 2011 AT 7.30 p.m.
AT KEMPSEY COMMUNITY CENTRE

PRESENT: - Mr. J Michael (Chair)

Mrs. P Gerard, Mrs. A Hart, Mr. K Blackwell, Mr. M Bannister, Mr. M Stevens, Mr. R. Bowley, Mr. A Hay & Mr. M. Legg

IN ATTENDANCE: - County Councillor Mr. B. Bullock

1. Apologies for absence: - Mrs. C Campbell, Mr. D Harrison & Mr. A Rea (accepted)

2. Declaration of interests:-

Mr. Bowley declared an interest at item 7.5 being a member of Kerswell Green Graziers Association. Mrs. Gerrard declared an interest on item 13.3 as her daughter lives in St. Mary's Close.

3. Register of interests: – Members were reminded to update their Register

4. Open Forum:-

It was proposed by Mr. Hay, seconded by Mrs. Gerrard and resolved that Standing Orders be adjourned for the Open Forum. At the end of the Open Forum the Chairman reconvened Standing Orders.

5. Minutes: - The Minutes of the meetings listed below had been previously circulated to all members. On the proposal of Mrs. Hart, seconded by Mr. Hay the Minutes were then confirmed by the Parish Council and signed by the Chairman as a true and correct record.

- The Parish Council Meeting of 11th July 2011
- Planning Meeting of 20th July 2011
- Environment Committee of 20th July 2011
- Community Centre Committee 21st July 2011

The following amendments were made item 15. on the Parish Council Minutes should read Ms. Baker not Mrs. The Community Centre Minutes item 2. should read grand son and not grand daughter

6. Previous Minutes – Recommendations and Updates: - Mr. Stevens advised there were on going problems in different parts of the village concerning dog mess and the reintroduction of the red dog waste bins would be a way of addressing these issues. He was aware of the cost implications this may incur. This problem will be discussed further at the next Environment Committee meeting.

A question was raised concerning the milestone at Baynall concerning clearance works and whether it is intended to erect a plaque on it to mark the Queens Jubilee. Some clearance works would be carried out to expose the milestone even though not the responsibility of the Parish Council. No decision was made concerning the plaque.

7. Reports from representatives: To receive an update:-

7.1 **Police Report:** No report available

7.2 **County Councillor's Report:** Mr. Bullock reported on

- Reintroduction of the red road markings that he would chase.
- Diamond Buses and their time keeping & contract ceasing
- Query concerning the cutting of the conifers on 103 Main Road advising that this had now been trimmed back.
- Old Road North – Severn Trent have agreed to relay the entire 100m length of road, on completion of works to the water main
- Bannut Hill – Closed off due to speeding motorists open for cyclists only

Mr. Legg addressed a query relating to overgrown trees impairing visibility on Worcester Road, Stonehall Common on border with Kempsey Common where works required were beyond the ability of the Lengthsman and asked what could be done? Mr. Bullock advised to contact the land owner or appoint a contractor to attend to these works.

Mr. Stevens addressed a query concerning Litter Bins and was advised that the point of contact was Mr. Gerry Brienza from Highways.

7.3 **District Councillor's Reports:** No report available

7.4 **Environment Committee:** Mr. Stevens advised that quotations were being obtained in respect of graffiti removal from the alleys and bus shelter.

- a. Strimming Works at The Rocky – Three quotes were received. Mr. Bannister proposed to accept the quotation for £1100 to fall in line with budget constraints. This was seconded by Mr. Bowley with all members in agreement except for Mrs. Hart and Mr. Blackwell who voted against. The contract was awarded to Wild Contracts.
- b. Installation of Litter Bins – Locations had been identified and quotes obtained in respect of installation of litter bins. It was proposed by Mr. Stevens to accept the lowest quote of £334 in respect of installation works. This was seconded by Mr. Hay with all members in agreement except from Mr. Bannister who abstained from voting. The contract was awarded to Jim I'll Fix It.

7.5 **Commons and Hams:**

- a. Stonehall Common Update: Mr. Legg reported that previously Mr. Coole had agreed to clear Stonehall Common free of charge in return for the hay. Mr. Coole has since advised that he no longer wishes to carry out this work. Mr. Martin is in the process of finalizing these works instead.
Problems have been identified from a Walking Working Party which will be addressed at the next committee meeting.
- b. Topping of Ashmoor Common: It was proposed by Mr. Bowley to proceed with the contractor Nick Kinahan at a cost of £4k (and to negotiate a reduction to £3.9K – to fund match). This was seconded by Mr. Bannister with all members in agreement to accept.

7.6 **Recreation Committee:** Mr. Legg reported:-

- a. Guttering on Pavillion was reported as loose and water spewing onto the ground. Odd Job attended to as a matter of urgency and identified three joints were leaking and need replacing. Under a delegated decision repairs were carried out at a cost of £80.
- b. Requests for quotes for the replacement second boiler in the Pavillion are out at present.
- c. The EU Leader and LAG (Local Authority Group) show day has been rescheduled for Mid- September and Mrs. Campbell has confirmed she will be there with our project.

7.7 **Community Centre:** To Discuss

- a. Replacement of flat roof over toilets (Quotes for approval)
Mr. Hay reported three quotes had been received, with the options to replace the flat roof with either a rubber material or felt option. The Parish Council decided they would opt for the rubber option. On this basis Mr. Hay proposed to accept the quotation totaling £2220 (£2020 + £200). This was seconded by Mr. Blackwell with all members in favour to accept. The contractor appointed was Mr. S Jarvis.
- b. Additional roof repairs for room 1 and adjacent (Quotes for approval)
As specified above in 7.7 a.
- c. Install Kitchenette in rear corridor (Quotes for approval)
Two quotes had been received to date. It was felt the amounts quoted were in excess of anticipated costs, and as a result will be referred back to the Community Centre Committee for further consideration.
- d. Painting of corridor, foyer, porch, toilets, rear passage way includes fixing tiles on walls (Quotes for approval) Mr. Blackwell advised the quotations received were not comparable in accordance with the specification. He made a recommendation to revisit the specification and to defer this item. This was agreed.
- e. Boiler repair/replacement including upgrade system (Quotes for approval)
Mr. Hay proposed to accept the lowest quotation of £3863. This was seconded by Mr. Blackwell with all members in agreement to accept. The contractor appointed to carry out these works was A Select Heating Services Ltd.
- f. Removal of vegetation from front of Community Centre and installation of planting (Agree in principle). This was agreed.
- g. Heritage Display – To display historic photographs to enhance building – Agreement for photos to be displayed? It was felt this was a good idea and agreed.

7.8 **Chairman's Report:** Mr. Michael reported on the following:-

- The timetable for construction of the flood defences remains on schedule despite the skeletal finds on the access road to the site.
- The South Worcestershire Development Plan (SWDP) is now moving into the public consultative stage in which it is of importance that the community engages in this process to help determine the vision of the future of Kempsey.
- MP Discussions – Mr. Michael to attend the next surgery of Harriet Baldwin to discuss Regional Post Offices
- Interim report for the Community Centre: Brief update available from Ian Guest
- Parish Plan – Seeking fresh ideas

8. Finance

- 8.1 To authorize payment of accounts as per schedule (attached) - Agreed for payment.

In addition the following were also agreed for payment:-

DETAILS		AMOUNT (£)	CHEQUE NUMBER
S Baxter	Postage of Agenda Papers etc	10.22	3098
AON	Insurance	2411.63	3099
Mr M Legg	Mileage Expenses	44.40	3100
Mr M Bannister	Mileage Expenses	9.00	3101
K Blackwell	Mileage Expenses	12.00	3102

- 8.2 To ratify payments authorized under delegated powers including Staff Salaries (attached) – Agreed for payment

- 8.3 Bank Reconciliation Statement Balance – For Information.

- 8.4 Budget Monitoring: First quarter comparison of figures update – For information

9. **Planning Report:** Comments Issued and notifications received: As indicated on the agenda

10. **Future of Kempsey Medical Centre:** To target Doctors Surgery to obtain comments.

11. **Approval of New Standing Orders:** Amendments to Standing Order 15 Planning was proposed by Mr.Stevens, seconded by Mr. Bannister with all members in agreement to accept apart from Mr. Bowley who voted against.

It was agreed that under Planning item Standing Order 15 a & b should remain and c & d replaced with the following:-

- c. To capture any plans received that fall outside the agenda timetable these will be discussed (1) as an open agenda item under planning at the nearest planning committee or the full Parish Council meeting. (2) any items that fall outside of (1) shall ask for a time extension or call an extra ordinary planning committee meeting.
- d. On occasions when the planning applications cannot be produced before full Parish Council the Planning Committee should have a delegated power to submit a response on behalf of the Council.

Under Standing Order 29 it was proposed by Mrs. Gerrard that Draft Minutes should not be publicized prior to being approved. This was seconded by Mrs. Hart with 4 members in agreement for and 4 members against.(Mr Blackwell departed at 9pm so was unavailable to vote) The Chairman had the casting vote and voted that only approved minutes should be advertised.

Mr. Bowley proposed that the New Standing orders be adopted with these amendments. This was seconded by Mr. Stevens with all members in favour to adopt except Mr. Bannister who voted against.

Mr. Bowley thanked the Working Party for all their efforts in revising standing orders.

12. Councillor Vacancy: Notices for co-option have been posted with the closing date being at noon on 12th September 2011. Seeking to appoint at the September Parish Council Meeting.

13. Determination of Parish response to the SWDP – with particular reference to the forthcoming consultation. How do we approach public consultation exercise?
A suggestion was to set up a Working Party to gather invaluable input.

14. **Correspondence for Information:** All items of correspondence were shown on the Appendix and were available for inspection by Parish Council Members between 7.00 p.m. and 7.30 p.m.

1. Solicitor's letter – Re: Mr. J Quibell Land at Lower Ham – Chairman/Clerk to reply
2. Complaint from Mr. Shelton & Miss Bailiss and further correspondence :
Re:Rocking Horse Group- Recreation Committee to address
3. WCC Street Lighting – St. Mary's Close – Street Light Removal – Clerk to respond
4. Severn Trent Water – Notice of Proposal to adopt private sewers and lateral drains-
For Notification
5. MHDC Annual Report 2011- For information
6. NHS Your Health Your Care Your Say – Public Question Time: Malvern Theatres
16th September 2011 7pm – 8.30pm - Notification
7. Newsletter – Children's Trust – For Information

15. **In Confidential Session:** Resolution to exclude the public and press. To discuss

1. Staff Related Matter
2. Use of Porta cabin

These matters were discussed in confidential session to exclude public and press.

THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.00p.m.

Mrs. S Baxter
Clerk
12th August 2011

Confidential Session

1. Staff Related Matter – A discussion took place as to whether members of the Parish Council were in agreement for the Assistant Clerk Rose Cutler joining the Local Government Pension Scheme. Costs implications were looked at.

It was proposed by Mr. Michael, seconded by Mr. Stevens with all members in agreement that she could join effective from 1st August 2011.

2. Use of the Portacabin – The Clerk, Chairman & Vice Chairman previously met with Mr. Cordell (owner of the Hair Gallery) who made a business proposition to use the portacabin and hard standing area behind as an office to operate a quality used car sales business and forecourt. This raised questions as to how viable a business of this nature would operate together with questions concerning security and parking and planning consent. The Parish Council would like to see a full business proposal to enable them to make any decisions. Clerk to update Mr. Cordell of the situation and request a business proposal plan.