

**MINUTES OF THE MEETING OF KEMPSEY PARISH COUNCIL
HELD ON MONDAY, 9TH MAY 2011 AT 7.30 p.m. AT KEMPSEY
COMMUNITY CENTRE**

PRESENT: - Mr. J Michael (Chair), Mrs. P Gerrard, Mrs. A Hart, Ms M Baker, Mr. M Bannister, Mr. M Stevens, Mr. R Bowley, Mr. D Harrison, Mr. A Hay, Mr. M Legg, Mr. K Blackwell & Mrs. C Campbell

IN ATTENDANCE: - County Councillor Mr. B. Bullock and District Councillor Mr. D.Harrison

1. Election of Chairman (And Declaration of Acceptance of Office):- Mr. Ward officiated as Chairman and Mr. J Michael was elected and his declaration form signed.

2. Election of Vice- Chairman: - Mr. Harrison was elected and the declaration form signed.

3. Apologies for absence: - Mr. A Rea (accepted) and in the capacity of District Councillor (received)

4. Declaration of interests:-

As someone holding registered grazing rights in respect of all commonable areas other than Kerswell Green Common, Mr. Harrison declared a personal interest in respect of the Commons and Hams Committee Report at Agenda Item 9 (b) and 12.5. and Mr. Bowley also declared an interest being a member of Kerswell Green Graziers.

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

6. Open Forum:-

It was proposed by Ms Baker, seconded by Mrs. Hart and resolved that Standing Orders be suspended for the Open Forum. At the end of the Open Forum the Chairman re-imposed Standing Orders.

7. Minutes:-

The Minutes of the Parish Council meeting of 11th April 2011 had been previously circulated to all members. On the proposal of Mr. Harrison, seconded by Mrs.Gerrard the Minutes were then confirmed by the Parish Council and signed by the Chairman as a true and correct record. The Chairman agreed following CALC guidelines that the Annual Parish Meeting Minutes of 20th April 2011 could not be signed until the next meeting of the Parish.

8. Previous Minutes – Recommendations and Updates: - None

9. To appoint the following Committees and Elect Chairman for each:-

- (a) Environment Committee – Chairman elected Mr. K.Blackwell
- (b) Commons & Hams Committee – Chairman elected Mr. M Legg
- (c) Recreation Committee – Chairman elected Mrs. C Campbell
- (d) Community Centre Committee – Chairman elected Ms M Baker

The Clerk issued forms to all councillors so that they could state their interests and preferences for the committees which they would like to serve on, of which the Clerk would then try to accommodate upon allocating. As this was a timely process it was agreed to elect a Chairman for each committee only at this meeting.

10. To Appoint members to the following:-

- (a) Staff Committee – The Chairman, Vice Chairman, Mrs. Gerrard plus one other member of the Clerk's choice.
- (b) Planning Committee (and restructure) – Members of the Environment Committee will serve as a basis to form the Planning Committee. Requests were made for planning training.

11. Appointments to Outside Bodies

Councillors were appointed to outside bodies as indicated below:-

- (a) Church Lands Trust (3 representatives-Mrs. Campbell, Mrs. Hart & Ms Baker)
- (b) Parochial Church Council Charities (2 representatives- Mrs. Hart & Mrs. Gerrard)
- (c) Malvern Hills Area CALC Meetings/Business (2 representatives-Chairman & Vice Chairman)
- (d) Parish Hall Committee (1 representative- Mrs. Hart)
- (e) Parish Hall Trustees (1 representative- Mrs. Hart)
- (f) Kempsey Youth Centre Trustees (1 representative- Mrs. Campbell)
- (g) Kempsey Sports Association (2 representatives Mrs. Campbell & Mrs. Gerrard)
- (h) Appointment of Youth Representatives (2 representatives Mrs. Gerrard & Mr. Stevens)
- (i) Appointment of Representatives for Elderly / Disabled (1 representative- Ms Baker)
- (j) Appointment of Representatives to PACT (representatives Chairman, Vice Chairman, Mr. Hay & Ms Baker)

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

- 12.1 Police Report – No report available
- 12.2 County Councillor's Report – Mr. Bullock confirmed the trees in Napleton Lane were in hand. Mrs. Hart reported a branch had fallen from an Ash Tree located by the Crown which was particularly hazardous? Mr. Bannister highlighted that the resurfacing works carried out on the A38 were not of a satisfactory standard and needed the white lines to be repainted. Mr. Bullock to address.
- 12.3 District Councillor's Reports: Nothing to report.
- 12.4 Environment Committee: Ms Baker reported that the shop owner no longer wished to assist in emptying the bin located outside the shop.
- 12.5 Commons and Hams: Mr. Michael provided items as action points under review which included:-
 - 1. Works required to Ashmoor Common
 - 2. Sewerage Scheme for Kerswell Green
 - 3. Letters have been prepared for signature to advise owners of The Lower Ham of the Parish Council's requirements for the forthcoming commanable period commencing in August.
 - 4. Illegal grazing of horses on Kempsey Common
 - 5. Works to improve visibility on the Nash Bend. Tree cutting on Normoor Common and reinstate the milestone at Baynall.
 - 6. Topping Normoor Common and Kerswell Green and an action plan to improve the corral at Ashmoor Common.
 - 7. Ditch improvement works crossing Kerswell Green.

Mr. Michael also advised that the signs at the Gurka Knight needed replacing. He also advised of a meeting concerning Teal Turf concerning a license to extract additional water. He reported that this request was in the proposal stage and he had nothing further to report.

12.6 Recreation Committee: To Discuss:-

1. Drain cover at playing field – Two quotes were received
 1. £100 being a heavy cover to fit into surround
 2. £130 to concrete in surround and screw downOn the recommendation of Mrs. Campbell it was unanimously agreed to accept the quotation for £100 by Mr. R Martin and to proceed with the works as a matter of urgency from a Health & Safety aspect.
2. Sign for new play area – Three quotes were received as per specification £307, £165 & £184. The Chairman proposed to accept the £184 quote from City Signs. This was seconded by Ms Baker with all in favour to accept.
3. Boiler at Pavilion – A new boiler is to be installed in the pavilion to replace two old units that are faulty. Quotes are to be obtained and to approach. County Councillor Mr. Bullock suggested contacting Bosch for any possible contribution or assistance.
4. ROSPA Inspection – Suggested some minor improvements to the Play equipment in the Children's area. Mrs. Campbell to liaise with Wicksteed to try and rectify and also to obtain quotes for other minor recommendations as per report. The newly installed pendulum swing has recently been vandalized by setting the seat on fire and will be subject to an insurance claim with the intention to recover the costs from the culprits.
5. Lights for basketball area – The new lighting for the basketball area is now operational.
6. Lawn Mower for Sports Association – To be discussed at a Recreation Committee

Mrs. Campbell also reported that a new post had been erected to the field gate, as the gate had collapsed. A further gate to the Lower ham was also repaired due to an issue with the hinges. Repairs were authorized under delegated powers for works to proceed.

12.7 Community Centre: To Discuss

1. Purchase of a replacement floor polisher – Further research is to be made concerning purchase of parts/ replacement pads before a replacement floor polisher can be considered.
2. Consider quotes for works at the Community Centre in line with the specification Three quotes were received for replacement of the rear door of £875, £425 & £654.17. Mr. Harrison proposed to accept the lowest quotation from Mr. S. Jarvis. This was seconded by Mr. Blackwell with all members in agreement to accept.

- 12.8 Chairman's Report – The newly appointed Chairman Mr. J Michael had nothing to report. Mrs. Hart conveyed her thanks to Mr. Clarke for his efforts in retrieving flood signs from the Brook that had been removed by youths.

13. Finance

- 13.1 To authorize payment of accounts as per schedule (attached) - Agreed for payment. In addition the following were also agreed for payment:-

AON Ltd	Additional Insurance Premium	577.90	3025
Arkle Reprographic Consultants Ltd	Photocopier meterage	21.14	3026
R S Clarke	Grass Cutting	27.50	3027
R S Clarke	Grass Cutting & Weeding Community Centre	38.50	3028
R W Martin	Supply & Fit Gates	330.00	3029

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

- 13.3 Bank Reconciliation Statement Balance – For Information.

- 13.4 To adopt and sign Sections 1 and 2 of Annual Return 2010/11 – Adopted and signed

- 13.5 Appointment of Mr. R. Stokes as Internal Auditor 2011/12 – The Parish Council wish to engage his services for 2011/12.

14. **Request for a working party to look into the existing Standing Orders and to recommend any amendments.** A copy of existing standing orders was made available to all members. A working party consisting of Mr Bowley, Mr Legg, Mr Stevens & Mr Hay will look into.
15. **Planning Report:** Planning Application Comments and Notification of Decisions:-
As notified on the Agenda
16. **Correspondence for Information:** All items of correspondence are shown on the attached Appendix and are available for inspection by Parish Council Members between 7.00 p.m. and 7.30 p.m.
17. **In Confidential Session:** Resolution to exclude the public and press. To discuss
 1. Application for Rural Rate Relief
 2. Payment of Councillor Expenses

THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.26 p.m.

Mrs. S Baxter
Clerk
23rd May 2011