

MINUTES OF THE PARISH COUNCIL MEETING OF KEMPSEY
PARISH COUNCIL HELD ON MONDAY 13th APRIL 2015
AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE

PRESENT: - Cllr Geens (Acting Chairman), Cllr Bevan, Cllr Bowley, Cllr Waller, Cllr Blackwell, Cllr Hay, Cllr Gerrard, Cllr Patrick, Cllr Campbell and Cllr Smith.

IN ATTENDANCE: - District Councillors' Harrison & Rea plus 16 members of the public.

1. Apologies: Councillor Michael – (Holiday) and Cllr Bannister (Work) – accepted
County Councillor Sutton (Personal) - received
Cllr Blackwell confirmed he had to leave by 9.30PM.
2. Declaration of Interests:
 1. Register of Interests: Councillors' were reminded of the need to update their register of interests.
 2. Disclosable Pecuniary Interests (DPI) – None
 3. Other Disclosable Interests (ODI) – Cllr Campbell declared an ODI in respect of a payment to Accentika Internet Ltd being a Director of the company.
3. To Consider Written Requests from Councillors' for the Council to Grant a Dispensation (S33 of The Localism Act 2011): None

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes
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4. Minutes: The minutes of The Parish Council meeting of
The Parish Council meeting of Monday 9th March 2015 having been previously circulated were signed as a true and correct record.
The minutes of The Extra Ordinary Parish Council meeting of Monday 23rd March 2015 were not approved to allow for amendments as requested by Cllr Bowley.
5. Correspondence for Information:
 1. Email from Kim Freeman – Repairs/replacement of footpath stiles in Kerswell Green –Cllr Smith had responded.
 2. Play Area Safety Inspection Report 2015 – Available in Parish Office for Inspection – refer to Recreation Committee
 3. Letter from Julia Pugh – Request and offer of assistance for additional dog waste bin – Refer to Environment Committee
 4. Letter from Post Office – Decision re-opening Post Office at McColl's shop, Kempsey – For Information Only
 5. Correspondence between Peter Butler and District Councillor Adam Rea – Northern Area Development Management Committee – For Information Only
 6. Resignation and acknowledge by The Council of Cllr Stevens- For Information Only
6. Reports from representatives:
 - 6.1 Neighbourhood Watch – No Crime Alert information to report
 - 6.2 County Councillor – No report available
An item is to be referred to Cllr Sutton concerning parking/visibility issues near the shop.
 - 6.3 District Councillor – The report was noted
 - 6.4 Neighbourhood Development Plan Update – The report was noted.
 1. Resolved The NDP 4th draft discussion was approved to be adopted as the pre-consultation document to progress forward onto the 6 week consultation period.
Resolved for the NDP Working Party to proceed forward using the four page summary and Draft Next steps document (devised by Cllr Smith), as an aid.
7. Report Update including Proposals from Committees:
 1. Recreation Committee: Cllr Campbell
Confirmed the play area safety inspection had identified a low risk.

Action

Clerk/
J Michael

Clerk

The following areas require attention:-

	Action
<ol style="list-style-type: none"> 1. To monitor the damage to the swing seat 2. Attention to rust on the frame 3. Attention to the ground surface to under the metal entrance gate into the play area. 4. Moss is growing on the wetpore surface – Clerk to ask the Lengthsman to treat. 	Clerk
<p>The defibrillator has been delivered and is awaiting installation. Cllr Campbell to draft a letter of thanks to Grace Community Church for their kind donation. A plaque is also due to be displayed in respect of this.</p>	C Campbell
<p>Parking bays have been remarked in the car park at a cost of £250.00.</p>	
<ol style="list-style-type: none"> 1. Resolved for City Signs to supply and erect signs at the playing field at Plovers Rise at a cost of £252.50. 	C Campbell
<ol style="list-style-type: none"> 2. Commons and Hams Committee: <ol style="list-style-type: none"> Six red Devon cows were received today. 1. Motion for the Parish Council to arrange, under its chairmanship, a meeting to which will be invited all parties utilising grazing rights on Kempsey Common, Worcester County Council and adjacent landowners/lessees to discuss co-operation in respect of usage and maintenance of the Common.- To refer to newly formed Commons & Hams Committee before presenting to full Council. 2. Proposal to investigate the setting up of a Commons Association to provide an ongoing forum for discussion of management issues relating to Kempsey Common To refer to newly formed Commons & Hams Committee before presenting to full Council. 3. Resolved to purchase and install on locked gates to Ashmoor, Kempsey and Stonehall Commons signs advising how to obtain access in case of an emergency. (These can be purchased and fitted within Clerks approval limit of £100). All Councillors to be supplied with access codes for all gates together. The Emergency Services also to be notified of the codes. 	Clerk/ C& H Committee
<ol style="list-style-type: none"> 3. Community Centre: <p>Works have been completed to prevent further formation of mould on the walls.</p> 	
<ol style="list-style-type: none"> 4. Environment Committee: <p>The Environment Committee are required to hold a meeting in order to advertise for an additional Lengthsman.</p> <p>The leaning tree has been taken down by Western Power and made safe.</p> <p>The Lengthsman Contract of Services has now been signed for 2015/16 and WCC paperwork for funding completed.</p> <ol style="list-style-type: none"> 1. Quotes for the Rocky path way repairs are being pursued by Cllr Blackwell. Cllr Smith confirmed these works may be subject to change due to The Environment Agency carrying out works here. 2. Refer to new Committee - The appointment of a new chairman for Environment Committee following resignation of Cllr Stevens. 	K Blackwell
<ol style="list-style-type: none"> 5. Planning Committee: Cllr Patrick confirmed two Public Exhibitions had taken place for Norton Parkway and Clifton Quarry. <p>Decision Notifications: 82 Main Road - Approved, Appeal for Little Acres at Clerkenleap – Dismissed. The Hollies, 1 Old Road South - Approved.</p> <p>Cllr Bevan highlighted the problem with the blocked sewer at the bottom of Napleton Lane / Post Office Lane. It was suggested that the council write a letter to its existing contact outlining past and present followed up with a separate letter to the Chairman of Severn Trent expressing concern and lack of attention and enclosing the original letter.</p> 	J Michael
<ol style="list-style-type: none"> 6. F&GP Committee: <ol style="list-style-type: none"> 1. Resolved to amend Financial Regulations for clarity/transparency for budget/precept purposes as per agreed wording circulated. 2. Resolved to amend Standing Orders regarding Planning Committee method of working and responsibility as per agreed wording circulated. 3. Resolved to amend standing orders to state all staff should leave the room when they are the subject of discussion as per agreed wording circulated. 	Clerk Clerk Clerk

	Action
<p>4. Resolved to amend the proposal by removing the word pre from wording pre-authorized.</p> <p>Resolved to add new clause to financial regulations stating ‘ to permit non-emergency expenditure up to £100 to be authorised by the Clerk who will maintain a record of request’</p>	Clerk
<p>5. Proposal to allow Confidential Minutes/Notes to be written to provide a brief statement for minute purposes and to keep a separate file for confidential reports (if necessary) to be cross referenced back to the minute book only as per advice from CALC. Item deferred – Exact wording to be brought back to full Council.</p>	
<p>6. Proposal that electronic distribution of all documents will be issued to all Councillors on email and those that are not on the list will liaise with the Parish Office directly. This is subject to review – Defer item for decision by new Council</p>	
<p>7. An update on insurance cover for PACT was presented advising there is currently no additional premium charge. It is important to note any claim could affect future premiums. The Risk Assessment is due to be referred back to PACT to amend to include supervision of children at all times.</p>	Clerk
<p>7. Staffing Committee: Cllr Michael</p>	
<p>1. Resolved to amend the proposal that the staffing committee together with the Clerk complete the application and pay the fee of £150.00 to SLCC to assess Clerk’s remuneration/salary scale using National Job Evaluation Scheme. The decision reached by NALC/SLCC would be accepted by The Council . This was then voted on and accepted.</p>	J Michael
<p>2. Clerk issued up to date information on revised staff pension arrangements due to commence November 2016</p>	Clerk
<p>3. Please note The Parish Council is unable to recover salary paid to the Clerk (during absence) via Insurance Company as this is a pre-existing medical condition which is exempt.</p>	
<p>8. Chairman’s Report:</p>	
<ul style="list-style-type: none"> • Words of thanks and support were expressed to all councillors • Resolved to earmark the proposed 106 sum of £69K generated from the Firs planning application to upgrade the Youth Centre on the assumption it comes into our ownership in November 2015 	J Michael
<ul style="list-style-type: none"> • Resolved to accept quotation to print and fold the Annual Newsletter 2015 (4500, 1500 Newsletter, 1500 Emergency Plan Aide Memoire and 1500 Budgetary Information) at a cost of £164.50 using Norman Long Printers Ltd. 	
<ul style="list-style-type: none"> • Cllr Bowley questioned why a complaint dated 27th March 2015 had not been placed as an item of correspondence as requested. Motion approved to recognise Cllr Bowley’s Letter and to defer consideration of the letter until the next Council meeting where it will be placed as an agenda item. 	Clerk
<p>9. Finance:</p>	
<p>1. Payments as per schedule of payments list were authorized</p> <p>Cllr Bowley expressed his concerns that the payment to Cllr Michael in respect of CPALC £30.00 was unauthorized expenditure. A vote took place and the payment was agreed.</p>	
<p>2. Bank Reconciliation Statement Balance – For Information.</p>	
<p>3. Cllr Waller reported that the KPC Financial Portfolio Working Party look at savings accounts for KPC funds recommended:</p> <p>Monies currently invested with Close Brothers should remain</p> <p>The rational for the level and period of KPC savings should be reviewed by the Council against possible new asset acquisition opportunities.</p> <p>In the short term instant access savings may be the preferred option.</p> <p>– Refer item to next Council meeting for further consideration.</p>	J Michael
<p>10. Resolved to obtain the best price in legal fees to register Playing Fields</p>	
<p>(Plovers Rise), The Community Centre, The Rocky and The Allotments.</p>	Clerk/ Chair

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

Mr Graham Terry – Green Street

Mr Terry questioned the problem concerning turn out of stock/horses on the common. He personally held leased rights and had not experienced problems, other than the access gates which were not suitable for horse riders. He was of the opinion the Parish Council was approaching this issue in the correct manner by involving landowners/lessees to have some input and an ongoing forum for management issues.

He also questioned had the caravan site located at the Farmers Arms been identified as a travellers site?

Cllr Harrison confirmed this caravan site use to belong to him but was sold in February 2015. This was sold as a residential caravan site.

There is an exhibition on 16th April 2015 held at Sixways looking gypsy/travellers sites as part of the SWUE proposals.

Standing Orders were reimposed

County Councillor – R Sutton

Monday 13th April 2015

No report available

District Councillor – D Harrison.

- Congratulated Councillors that had been re-elected and passed on his best wishes to those no longer standing.
- He reported that a 160m of copper cable waiting to be installed had been stolen from the flood defence system. Access was gained via Pixham Ferry Lane.
- There is no legislation to stop parking on pavements.
- Planning permission has been granted for the cash machine at the Post office.
- Kempsey is being discussed under SWDP proposals on 5th May 2015.

District Councillor – A Rea.

- SWDP Consultation - Cllr Rea confirmed people are unable to speak unless registered.
- Thanked Councillors and all staff for their help as now nearly the end of term of office..

Chairman of Neighbourhood Development Plan (NDP) Mr M Biddle.

Monday 13th April 2015

Referred to the NDP 4th draft discussion to be adopted as the pre-consultation document to progress forward onto the 6 week consultation.

This item is on the agenda for approval.

