PARISH COUNCIL Kempsey

MINUTES OF THE PARISH COUNCIL MEETING OF KEMPSEY PARISH COUNCIL HELD ON MONDAY 18th MAY 2015 AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE

PRESENT: - Cllr Michael**,** Cllr Geens, Cllr Waller, Cllr Blackwell, Cllr Frazer-Cann, Cllr Hanmer, Cllr Hodgkins, Cllr Pugh, Cllr Gerrard, Cllr Patrick, and Cllr Smith.

IN ATTENDANCE: - District Councillors' Harrison & Michael plus 12 members of the public.

1. Election of Chairman (and signing Declaration of Acceptance of Office)
   Cllr Michael thanked the Clerk and her Clerical Assistant and all Councillors' for their help and support during his term as Chairman.
   Both Cllr Geens and Councillor Waller were nominated as Chairman.
   Cllr Geens was elected as Chairman and the declaration of acceptance of office duly signed.

2. Election of Vice – Chairman
   Cllr Patrick was elected unopposed as Vice-Chairman and declaration of acceptance of office duly signed.

3. Apologies: Councillor Bannister – (Holiday) and Cllr Bevan (Personal) – accepted
   County Councillor Sutton (Meeting at Ripple) - received

4. 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) – None

5. To Consider Written Requests from Councillors' for the Council to Grant a Dispensation (S33 of The Localism Act 2011): None

6. Resolved to amend the proposal to restrict an individual from speaking no longer than 3 minutes to no longer than 5 minutes during Public Question at the Chairman's discretion . To implement with immediate effect. The Council voted to accept both the amendments and proposal.

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes

Apologies were expressed by the Clerk regarding the number format of agenda items throughout this document.

	Action
6. Minutes: The minutes of The Parish Council meeting of The Extra Ordinary Meeting Monday 23rd March 2015 - Having been previously circulated were signed as a true and correct record. • The Parish Council Meeting of Monday 13th April 2015. A recorded vote took place in respect of these minutes as a result of agenda item 7.7.1. The vote was recorded as follows:- Cllr Geens – In favour to accept minutes 13th April 2015 Cllr Bevan – In favour to accept minutes 13th April 2015 Cllr Gerrard – In favour to accept minutes 13th April 2015 Cllr Patrick – In favour to accept minutes 13th April 2015r Cllr Waller – Against accepting minutes 13th April 2015 Cllr Smith – Against accepting minutes 13th April 2015 Cllr Hay – Against accepting minutes 13th April 2015 Cllr Bowley – Against accepting minutes 13th April 2015 Cllr Blackwell – Abstained from voting Cllr Michael – Abstained from voting Cllr Geens used his casting vote in favour of accepting minutes 13th April 2014. The minutes of 13th April were then signed as a true and correct record.	
8. Correspondence for Information: 1. Report from A&E Fire – Available to view in the Parish Office. 2. Letter from Councillor Bowley dated 27.03.15 and response 3. Freedom of Information Request from Cllr Bowley dated 12.04.15 and response 4. Internal Audit Report 2015/16 – For information. 5. Application Request for Funding Assistance – Kempsey Cricket Club This item is to be referred to Recreation Committee for consideration. Concerns were raised with regarding Health and Safety and Public Liability Insurance. It was confirmed £5K had been budgeted by The Parish Council for ball stop fencing. 6. Letter from Department for Communities and Local Government – Clarity on five year housing supply policy 7. Email from Mr. Slater – Playing Field Signs – Cllr Geens to acknowledge email and submit a response.	Clerk
9. Committee Appointments – Item deferred to Extra Ordinary Meeting. Resolved for the Clerk to initiate the first meeting of all committees and call upon those who expressed a preference to serve on each committee with the Chairman to be elected as the first agenda item. 1. Environment Committee 2. Commons & Hams Committee 3. Recreation Committee 4. Community Centre Committee 5. Planning Committee 6. Staffing Committee - a. To appoint Clerks representative - b. To appoint Parish Council representative 7. Finance and General Purposes Committee (F&GP Committee) – Comprises Chairman of each Committee plus Chairman and Vice – Chairman.	
10 10. Appointments to Outside Bodies:- Deferred until June full Parish Council meeting to allow for consideration of non-council members.	
11. Reports from representatives: To receive an update:- 1. Neighbourhood Watch - Crime Alert Information 0345S 210415 22CC/26260T/15 Criminal damage-The Limes Between 13:30 on Saturday 18th April and 12:50 on Sunday 19th an unknown offender used a	

sharp instrument to pierce the sidewalls all 4 tyres of a motor vehicle parked on its owner's driveway in The Limes, Kempsey. Nothing was seen or heard and no CCTV

2. County Councillor Report – No report available
3. District Councillors' Reports – The report was noted
4. Neighbourhood Development Plan (NDP) Update - The report was noted.

Action

Clerk

12. Committee Report Updates and Proposals
    1. Environment:
       a. Proposal to proceed with strimming of the Rocky at a cost of £150 per cut, to be done twice a year – Item deferred until an Environment Committee is formed. Clerk to notify Wild Contracts.
       Cllr Geens notified the Council that horses had been ridden through the Rocky area. This area is not a bridle path and the wooden bridges are not designed for the weight of horses. Item also to be referred to the Environment Committee.
    2. Commons and Hams – Cllr Waller confirmed he had recently attended a Conference - Local Spaces, Open Minds and Changing Attitudes supported by lottery funding, focusing on Lowland commons neglect. He will expand on ideas at the next meeting of the Commons & Hams Committee. He confirmed he found the day very useful and was thanked for attending.
    3. Recreation:
       a.Outdoor Gym Equipment – Resolved to reject payment of 50% deposit prior to installation and remainder on completion and agree on Terms and Conditions. Therefore the motion was not carried.
       The Clerk is to make enquiries to re-negotiate payment terms to pay for the cost of the equipment on delivery. Cllrs Patrick/Gerrard to complete the questionnaire. Cllr Hodgkins kindly offered to examine the terms and conditions. Cllr Michael agreed to check the viability of the company. Item to be referred to the Extra Ordinary Meeting.
    4. Community Centre:
       A light fitting in the roof space has been isolated and removed from the Hair Gallery.
       The subject of the new kitchen fitting for Magic Moments Day Nursery was discussed.
       The Council resolved to grant permission for works to proceed subject to certain conditions as
as per Cllr Geens email communication dated 18th May 2015 and written confirmation that the contractors hold public liability insurance.
    5. Planning:
       Cllr Patrick reported on the following :
a) a) Application No: 15/00394/REM
       Proposal: Reserved matters application for Appearance, landscaping, layout and Scale following outline approval of 14/00021/OUT for 106 dwellings.
       Location: Land to the South of The lawns and Meadow Close, Old Road South.
       Comments: We are very disappointed that Taylor Wimpey (Bight Farm) and Linden Homes have both proposed to locate the bulk of their affordable housing allocation next to each other. Linden Homes is on their eastern boundary, and Taylor Wimpey's is on their western boundary. Where they meet there is an almost totally affordable housing sub estate. We would like to see a more even spread of the affordable allocation throughout the development. Apart from this very important point we have no other comments.

       The Council resolved to submit an additional comment to this application to state :-
       To erect 2m high close board fencing to the boundaries of Meadow Close, prior to any development commencing, as a protection barrier.

       Cllr Michael also confirmed he had made individual representation requesting the footpath be

Clerk
Cllr Patrick
Gerrard
Michael

Clerk

Action

upgraded using tarmac.

b) Application Ref: 15/00474/FUL
Proposal: Erection of a wooden cabin to house a swimming pool to swim client's dogs.
Location: Hillview Dog Kennels At Hill view, 7 Old Road South, Kempsey, WR5 3NJ.
Comments: No objections

c) Application Ref: 13/01130/OUT
Proposal: Outline application with all matters reserved (except for access) for the development of up to 80 dwellings, formation of open space, formation of vehicular access and associated engineering
Location: 31 Main Road, Kempsey (Bight Farm)
Comments: When this site was originally proposed we were told that there would be large villa type properties fronting the A38, and overlooking the green buffer zone to help the development blend in with the surrounding properties. We were told that this was why the site was increased in size and this was why we didn't raise too many objections at the Outline Planning stage. This has not happened, and we are really not happy about it, and feel that we have been let down by the developers.
We are very disappointed that Taylor Wimpey (Bight Farm) and Linden Homes have both proposed to locate the bulk of their affordable housing allocation next to each other. Linden Homes is on their eastern boundary, and Taylor Wimpey's is on their western boundary. Where they meet there is an almost totally affordable housing sub estate. We would like to see a more even spread of the affordable allocation throughout the development.
We continue to believe that the attenuation pond in the south-east corner of the development could be a danger to small children playing in the area.

Cllr Waller/ Smith/ Hanmer

Cllr Patrick confirmed the application for the graveyard extension at St Mary's Church had been approved.

An appeal has been lodged for 76 homes at Post Office Lane.

6. Finance & General Purposes – None
7. Chairman's Report – The Annual Newsletter had been successfully delivered thanks to Mrs Clee and her team of volunteers.

13. Finance
1. Payment of accounts as per schedule were authorized.
2. The Council approved Bank Reconciliation Statement Balance to 31.03.15.
3. Budget Monitoring to 31.03.15 – Distributed for information only
4. Sections 1 and 2 of Annual Return 2014/15 were adopted and signed.
5. Mrs Y Scriven was appointed /engaged as Internal Auditor 2016/17 and terms of reference – Defined in a standard letter distributed.
6. To review and approve Kempsey Parish Council Financial Risk Schedule – Defer to EOM.
7. Reviewed and approved Asset Register
8. Resolved for a Working Party consisting of, Cllr Waller, Cllr Smith and Cllr Hanmer to look at instant access accounts for a 3/2/1 year period to reinvest existing savings plus set up a new investment.
Resolved for this Working Party to extend Terms of Reference to look at a financial strategy to try to determine future likely spend and timescale.

Action

19. Review the following Policies and Procedures:-
Last reviewed on 23rd February 2015 – No further amendments to make at present.

1. Review Standing Orders
2. Review Financial Regulations
3. Communication Policy
4. Complaints Procedure
5. Document Retention Policy
6. Publication Scheme
7. Procurement Process

20. Resolved to accept dates/time and place of full Council for 2015/16 which are held on the second Monday of each month at 7.30pm at Kempsey Community Centre. Clerk to issue a list of dates of meetings for 2016.

21. Resolved to proceed on Monday 16th November 2015 at 7.30pm at Kempsey Community Centre with an F& GP Committee meeting to arrive at precept for 2016/17 for presentation to Council.

22. Resolved to adopt the General Power of Competence.

Under The Public Bodies (Admission to Meeting(s)) Act 1960 resolved to exclude the public and press from agenda item 23 &24. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

23. Resolved to accept negotiated terms of lease with The Hair Gallery subject to amendments and the amalgamation of the continuation/variations page be placed in the actual body of the lease.

24. Proposal amended to state 'set up an investigative panel' as opposed to consider setting up one and date amended for recommendations to be reported back to Parish Council from June to July 2015. This was voted on and accepted.
Resolved to set up an investigative panel comprising of Cllr Waller (Mr. Bowley's nominee) , Cllr Pugh and Cllr Hodgkins to deal with Mr. Bowley's complaint dated 27.03.15 and to report back to the July Parish Council meeting with recommendations.

Meeting Closed 10.55PM
Sharon Baxter
Clerk

Signed …… Chairman……. … Date

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

Terry Ward – Post Office Lane

Reminder next litter pick is on Sunday 7th June 2015 at 2pm meeting in the car park to the rear of the Community Centre.
Next PACT meeting Tuesday 16th June 2015 at 7.00PM at the Community Centre

Pat Whitehead – The Limes
Highlighted the narrowness of the lanes on the approach to the Ketch roundabout which are very hazardous. Cllr Geens confirmed Highways and the County Councillor were fully aware of these problems. A re-audit will take place once works had been fully completed.

Linda Jenkins – Brookend Lane
Also raised concerns with the Ketch Roundabout requesting that we reiterate our concerns concerning the lack of road direction signage.

Bob Bowley – Kerswell Green
Stated he was surprised to see an item limiting speaking per individual during Public question time and also where this particular item featured on the agenda.
He made reference to Councillors being appointed to Outside Bodies due to a conflict of interest.
He also raised concerns with the April minutes item 7.7.1 which he felt were totally contrary to what actually happened.
He stated he was pleased to see item 24 on the agenda but was not happy this was being discussed in confidential session.

Neville Brookes – Hillside
Referred to the area ploughed, seeded and harrowed adjacent to the entrance to the car boot sale, at the Ketch roundabout. Are there any plans to bollard or protect this area? Could Highways ban parking until at least the grass has grown. The Chairman confirmed this area is not within our Parish however would address these concerns.

Standing Orders were reimposed

County Councillor – R Sutton

No report available

District Councillor – D Harrison.

Cllr Harrison welcomed the new Councillors and also congratulated the newly appointed Chairman and Vice-Chairman and thanked all councillors for their work over the last year.

Referring to item 10.7 he highlighted Kempsey Sports Association should have two representatives from the Parish Council.

He provided an update in respect of planning applications:-
Refusal – Greenhouses – Woodall Farm
Refusal – Housing development Post Office Lane
Discussions are ongoing in respect of The Firs and Kings Hill Developments

SWDP Meeting at Six ways Rugby Club on Tuesday 2nd June 2015 at 9.30AM

He also discussed dogs on playing field – As the playing field is laid out at present dogs are unable to be banned as there is access via Napleton Lane and Plovers Rise. An area has to be secure for dogs to be banned from it. Dog fouling is the responsibility of MHDC.

He thanked all voters and welcomed Cllr Michael.

District Councillor – J Michael.

Very honoured to represent Kempsey Ward.

He has been nominated to serve on the following committees:-

1. Executive Committee
2. Standards Committee
3. Licensing Appeals Committee
4. Malvern Hills Conservators Committee

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

1. Next NDP meeting Wednesday 20th May 2015 at 10.00am at the Community Centre.
   Request for Clerk to issue agenda to invite new councillors.

2. Request to circulate draft NDP document to new councillors.

3. Thanks were expressed to Cllr Smith for her work and efforts.

QUESTIONS

Cllr Waller asked if there was any further development to acquire land for a new Community Centre.

Two areas have been put forward- awaiting a response. To be discussed on Wednesday.