



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 12th OCTOBER 2015
AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Geens (Chairman), Cllr Waller, Cllr Bevan, Cllr Blackwell, Cllr Frazer-Cann, Cllr Hodgkin (arrived at 7.45pm), Cllr Hanmer, Cllr Smith, Cllr Michael (arrived at 8.35pm) and Cllr Gerrard

IN ATTENDANCE: -

County Councillor Sutton, District Councillors Harrison & Michael plus 9 members of the public.

1. Apologies: Cllr Patrick (Illness), Cllr Bannister (Work), – accepted
Cllr Michael confirmed he would be arriving late due to attending a meeting at MHDC
Cllr Hodgkins confirmed he would be arriving late due to personal commitments
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) – None
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 14th September 2015 having been previously circulated were signed as a true and correct record.
Matters Arising:-
Cllr Smith asked if councillors had any further comments/feedback in respect of the Unreasonable Complainant behaviour policy. Councillors confirmed there were no further comments. This item is to be presented at the November Parish Council meeting.
Clerk to circulate Transparency Policy Document for comment as requested by Cllr Waller.
Item to be placed on the November Parish Council meeting.
5. Correspondence for Information:
 1. Freedom of Information Request 10.09.15 from Mr. Bowley – Re: My letter 10th August 2015 and response
 2. Freedom of Information Request 10.09.15 from Mr. Bowley – Re: My Letter 17th August 2015 and response
 3. Request from Parochial Church Council – Request for a dog waste bin- Referred to the Environment Committee. Cllr Blackwell is liaising with Mrs Walters.
 4. Letter from Ian Murray Associates – Vehicular Access across Kempsey Common
This item is to be discussed in Confidential Session.
 5. Letter from Hanley Castle High School – consulting on admission arrangements to make it easier for pupils from Twynning School to secure places in Year 7. – For Information
 6. Letter from Hanley Castle High School – Investigate the possibility of forming a multi-academy trust. – For Information

Action

KB

6. Reports from representatives: To receive an update:-
1. Neighbourhood Watch - Crime Alerts Information – The report was noted
 2. County Councillor’s Report – Cllr R Sutton – The report was noted
 3. District Councillor’s Reports – Cllr Harrison – The reports were noted
 4. Neighbourhood Development Plan (NDP) Update
 - a. Item Deferred: to release latest version of NDP document from Kirkwells for public consultation – The updated policies are not in the correct format. Cllr Smith confirmed this may require an EOM for resolution.
 - b. Item Deferred: to hold the NDP Public Consultation at St Mary’s Church.
7. Committee Report Updates and Proposals
1. Environment: Cllr Smith
 - a. Update on footpaths – Several queries have been reported to WCC. Awaiting responses. Cllr Smith to draft an advert for a Parish Path Warden to try and seek a footpath volunteer. Cllr Geens requested an update on the meeting with Gerry Brienza WCC concerning the tree root opposite Napleton Lane. It was confirmed Mr. Brienza identified there was a problem. County Cllr Sutton to liaise with Mr. Brienza to try to resolve.
 - b. Update on the Rocky – Please refer to 7.1.e.
 - c. **RESOLVED:** John Watkinson was appointed to the vacancy of Part Time Assistant Lengthsman Vacancy following successful interview process. **Clerk**
 - d. **RESOLVED:** Delegated powers were granted to the Environment Committee in conjunction with the Clerk to appoint/recruit a Lengthsman to replace Mr. Clarke.
 - e. **RESOLVED:** A quotation from Wild Contracts was accepted for revised cost of £220 per strim to attend to The Rocky, twice annually at their discretion from 2016 to 2018.
 2. Commons and Hams: Cllr Waller
 - a. **RESOLVED:** To accept quotes for production and supply of emergency access notices from City Signs at a cost of £58.00 plus VAT. **Clerk**
 - b. **RESOLVED:** To sell the cattle at next available market and allocate funds to Ashmoor Common budget. **MB/
Clerk
CW**
The concept of the cattle is to be discussed at the next Commons and Hams Committee meeting as to whether they are serving their purpose or not.
 3. Recreation: Cllr Frazer-Cann

Inspections of the play equipment are continuing to be carried out. It has been identified a replacement swing seat is required. The Clerk has obtained a quotation from Wicksteed for this. The cricket ball stop fencing and the defibrillator are both in good order. Defibrillator training has been organized commencing tomorrow evening. **TFC**

 - a. Update on ball stop netting.

As a temporary measure some laminated signage will be placed on the cricket ball stop fencing to encourage people to walk down the field and over the style to retrieve their footballs. Laminated signs are to be supplied from the Parish Office. **Clerk**

RESOLVED: For SMC Group to supply and fit football stop fencing 30m x 5m behind the main match pitch goal adjacent to the southern boundary at a cost of £1347.93. **Clerk**
 4. Community Centre: Cllr Bevan

The gents toilet window has been repaired with toughed glass at a cost of £48.00 following vandalism. The exit door to the nursery toddler room has had the push bar replaced with a thumb latch and sign from a security aspect, at a cost of approximately £4.00. The flashing to the roof behind the chimney above the nursery office is to be repaired as an emergency measure by Hunters Roofing at a cost of approximately £100.00. Unfortunately there is a delay in commencing works to widen the entrance/exit driveway. The new anticipated start date is Monday 2nd November 2015
 5. Planning: Clerk circulated an update report. This was noted.
 6. Finance & General Purposes: Cllr Geens
 - a. **RESOLVED:** to accept amended changes to Standing Orders document in respect of meetings and membership **Clerk**
 - b. **RESOLVED :** Cllr Gerrard was appointed as the additional council member to serve on the Staffing Committee
 - c. **RESOLVED:** for the Clerical Assistant to take unpaid leave during quieter work periods.
 - d. **RESOLVED:** for Office staff to administer a timesheet for monitoring working hours.

Clerk

Clerk

MB/
Clerk
CW

TFC

Clerk
Clerk

Clerk

e. Reminder to all Committees to devise budgets for 2016/17 to present to F&GP Committee meeting on Monday 16th November 2015 at 7.30pm at Kempsey Community Centre

7. Staffing Committee: Nothing to report

8. Chairman’s Report: Nothing to report

8. Finance

1. **RESOLVED** : Payment of accounts were authorized as per schedule
The Clerk confirmed an invoice for SWARCO (in respect of the VAS sign) had been represented for payment as the original had been lost by them and subsequently cancelled.
2. Bank Reconciliation Statement Balance – For Information Only
Cllr Waller confirmed the uncleared cheque on the bank reconciliation should state £19.99 not £25.97. Clerk to amend.
3. Quarterly budget information – For Information.

Clerk

9. Update on the Community Youth Centre

1. **Item Withdrawn:** from 14th November 2015 when the current lease expires for Kempsey Parish Council to take over the ownership of the Youth Centre Building and spend approximately £80K on refurbishment costs.
2. **RESOLVED:** Amendment to proposal to approach a solicitor to establish costs and other legal questions of transfer of ownership of the building to The Parish Council
RESOLVED: To accept the amended proposal. Cllr Waller to help Clerk compile a list of legal questions to refer to the solicitor.
3. **RESOLVED:** for Kempsey Parish Council to spend up to £500 on behalf of the Community Youth Centre to service the fire and intruder alarm as non-existent.

CW/
Clerk

Clerk

10. Date of next meeting: Monday 9th November 2015 at 7.30pm at Kempsey Community Centre.

Under The Public Bodies (Admission to Meeting(s)) Act 1960 The Council agreed to exclude the public and press from agenda item 11. Due to the commercially sensitive nature of the item of the business to be transacted.

11. **RESOLVED:** To set up an Interview Panel consisting of Cllr Geens, Cllr Smith and Cllr Waller (in conjunction with the Clerk) to appoint a Project Manager on a Consultancy Basis to action and manage negotiations on the Parish Council’s behalf in relation to NDP.
RESOLVED: For the Interview Panel (in conjunction with the Clerk) to devise an advert and place locally for a Project Manager on a Consultancy Basis to action and manage negotiations on the Parish Council’s behalf in relation to NDP.

TG/AS/
CW

TG/AS/
CW

Item from correspondence :-

RESOLVED : To consult with a solicitor to gain an opinion concerning access across common land

CW/
Clerk

Meeting Closed at 10.55 pm
Sharon Baxter
Clerk

Signed.....Chairman.....Date

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

Mrs K Barnes – St Marys Close - Chairman Kempsey Youth Centre

Confirmed the dissolution of the Youth Centre from 13/11/15 due to lack of funds and Committee members. Mrs Barnes confirmed she had spoken to the Charity Commission and a valuation of assets is required. Cllr Waller was not entirely sure of the residual value of the Youth Centre and seeks confirmation..

District Cllr Harrison confirmed the Parish Council requires a letter from the closing group stating they do not wish to extend the lease and that there is no requirement for any financial compensation. This document is then to be signed by all Trust members.

Cllr Harrison also raised concerns regarding insurance on the Youth Centre Building. He asked is there money in the budget to take on this venture?

He referred to the 1925 Law of Property Act and Landlord and Tenant Act 1954 which he felt were of significant importance regarding leaseholds and tenancies.

Mike Harrison – Chairman Scout Group

Made a plea to keep the building open to support the young people. He confirmed the building is heavily used by the scouts (over 60 people per week) and would really appreciate if we could offer some support.

Cllr Geens confirmed we have made a commitment to the Youth of the Village and will endeavour to do our best to offer support.

Mrs J Clee – Brookend Lane

Confirmed she is determined and will do her best to finish her role as a trustee of the Charity and highlighted the importance of the Youth Centre.

Standing Orders were reimposed

County Councillor – R Sutton

Confirmed the permanent VAS sign is working very efficiently.

Superfast Broad is up and running in most parts of the village

Footways Fund – Now has a programme of works from April 2016 which includes siding out along A38 to Broomhall Lane and Footpath improvements to Post Office Lane.

Parking problems at the shop still continue. Highways have agreed to take a further look. Cllr Geens agreed to speak to the Regional Manager of McColl's shop to try and help resolve the problem.

Motorway M5 resurfacing work:- The schedule for the works is as below:

12/10/2015	M5 SB HS, L1 & L2 closure, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
13/10/2015	M5 SB HS, L1 & L2 closure, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
14/10/2015	M5 SB HS running, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
15/10/2015	M5 SB HS running, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
16/10/2015	M5 SB HS, L1 & L2 closure, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
17/10/2015	M5 SB HS, L1 & L2 closure, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
18/10/2015	M5 SB HS, L1 & L2 closure, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.
19/10/2015	M5 SB HS running, including total closure of M5 SB Junction 7 entry slip, diverting via A38 & M50.

Consultation for the Clifton Quarry gravel extraction Cllr Sutton to chase the Liaison Committee for Clifton Quarry to enquire when the next meeting is.

Devolution – Should Worcestershire put forward a proposal? 90% of Finance/HR Services are being outsourced from County Hall.

On 15th October 2015 there is a cabinet meeting to discuss major cuts to Youth – Positive Activities.

District Councillor – D Harrison.

The bus stop southbound (opposite the community centre) has been reinstated with A3 signage.

The bus timetables have now been amended to include no Sunday service

Meet Your Council – District Councillors John Michael and David Harrison will be in Kempsey Ward to meet with local residents and businesses on Monday 19th October 2015 at Kempsey Parish Hall between 9.30-10.30am

SWDP is now in the consultation period from 9th October 2015 to 20th November 2015

Work out of hours at Saxon Meadows development is still continuing

Section 106 monies from Derrington Mews has been approved for the Churchyard, although he is not happy to sign the agreement due to the high level of costs.

Consultation is going ahead to improve parking around the car boot field at the ketch.

From a Highways meeting it was confirmed as the new VAS sign belongs to the Parish Council we are also responsible for the upkeep and any repairs

Facilities are going to be merged with Wychavon as a cost cutting exercise.

Questions

Cllr Geens questioned Cllr Harrison about road works taking place at the Ketch roundabout. It was confirmed this related to drainage.

District Councillor – J Michael.

No report available

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

High hopes the final draft document of the NDP would be ready for approval this evening. Unfortunately, there is a delay as further amendments are still required by Kirkwells. Michael Wellock is visiting the Parish Office this Friday to resolve.

The Final Addition will be the public document.

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CRIME ALERT INFORMATION – OCTOBER 2015

Malvern Hills District NW Alerts

Crime No: 22CC/69827Y/15 Incident No: 0148S 250915
BURGLARY OTHER THAN DWELLING - THEFT took place between 17:00:00 on
MONDAY 28-SEP-2015 and 07:15:00 on TUESDAY 29-SEP-2015 at LION COURT

HOMES, MAIN RD, KEMPSEY

Between the specified times person/s unknown have gained entry onto a building site by coming through heras fencing - actual point of entry as not been identified at this time. Fencing would have been 'unclipped' without causing any damage. A large metal storage container situated at the far end of the site has been approached and attacked by the use of a sledge hammer or similar smashed the padlock off, the lock as then popped 'inwards' and entry gained. Power tools including a generator, disc cutter, wacker plate - the most expensive items have been taken and a number of hand tools. No indication of a vehicle as been used. The site is currently under construction of approximately 116 units. The burglary was only discovered when contractors went to use the tools. The door had been closed by the offender/s to look as if everything was in order. Any information regarding the above incidents please call 101 with incident and/or crime number.

0224S 111015 22CC/73135U/15

This criminal damage offence occurred between 19:30 on Saturday 10th October and 10:00 on Sunday 11th October in **Kings Hill, Kempsey**. Unknown offender(s) slashed the rear nearside tyre of the victim's Peugeot 206 vehicle, which was parked in a residential parking area near to their house, and used a sharp implement to scratch the front and rear nearside doors. Nothing was seen or heard and there is no CCTV at the location.

PLANNING AGENDA ITEM 7.5 – FOR UPDATE

Planning Committee Meeting held on 18.09.15

Planning Ref: 15/01079/REM

Proposal: Approval of reserved matters, appearance, landscaping, layout and scale following approval of outline application 14/00728/OUT

Location: The Orchards, 25 Lyfs Lane, Kempsey, Worcestershire, WR5 3JN

Comments: No Objections

Planning Ref: 15/00985/FUL (supplementary document)

Proposal: Change of use of field to leisure to site two mobile self-contained Shepherds Huts to be used as holiday accommodation
Location: Lanes End, Kempsey, Worcester, WR5 3JH
REFUSAL OF PLANNING PERMISSION

Planning Ref: 15/01139/CLPW

Proposal: Application for a Certificate of Lawfulness of Proposed Works to a listed building - alterations, repair and maintenance works.

Location: Upper Broomhall Farm, Norton Road, Broomhall, Worcestershire, WR5 2PE

Comments: No Objections

For Information:

Planning ref: 15/00007/REG3(C/15/00516/CM)

Worcestershire Parkway

Permission has been granted

Planning Ref: 14/00625/FUL

Proposal: Residential development for 75 dwellings including 30 affordable dwellings (40% affordable housing provision), provision of SUDS and associated works.

Location: Land at Post office Lane, Kempsey, Worcestershire.

Hearing will be held at 10.00am on Tuesday 27th October 2105 at Council Chamber, Avenue Road, Malvern, WR14 3AF

Cllr Patrick confirmed she had had a meeting with EKAG and the District Councillors on Wednesday 16th September 2015 to discuss what to say at the appeal hearing.

It was decided to focus on that the vast majority of parishioners were against the application and to briefly mention the increase in future housing development.

She will also mention the M5 motorway with the A38 being a diversion route for traffic resulting in constant queues which create difficulty for access to and from school.

Oakfield Drive must not be used as a diversionary route – rat run.

Planning Ref: 15/01152/TCN

Proposal: Undertake work to four willows, as detailed on the submitted application form

Location: Land at The Rocky, Church Street, Kempsey, Worcester

Works to Trees in Conservation Area.

Planning Ref: 15/00415/FUL

Proposal: Proposed parking for Nursing home

Location: The Lawns, 33 Main Road, Kempsey, Worcester.

APPROVAL FULL PLANNING PERMISSION

Planning Ref: 15/00733/HOU

Proposal: Annexed accommodation above the garage (previously approved under 13/00642/HOU) for elderly parents with ground floor link to main house.

Location: Hill House, Napleton Lane, Kempsey, WR5 3PY.

APPROVAL OF PLANNING PERMISSION

Planning Committee Meeting held on 2.10.15

Planning Application No: 15/01228/HOU

Proposal: Erection of conservatory to side of annex

Location: Seven Oaks, Oakfield Close, Kempsey, WR5 3PS

Comments: No Objections

Planning Application No: 15/01256/FUL

Proposal: Conversion of two storey rear wing into two dwellings

Location: Manor Cottage, 46 Main Road, Kempsey, Worcester, WR5 3JA

Comments: Kempsey Parish Council objects to this application for the following reasons:

The majority of the work has already been carried out without necessary planning permission. We believe this will be a vastly overdeveloped site with insufficient parking and turning space to allow vehicles to leave the property in a forward gear.

Vehicles from this property and the neighbouring thatched cottage always park on the wide pavement outside their properties which can cause safety issues on this very busy road and pavement.

The type of modern window being proposed is out of character in the conservation area

We believe the existing Walnut Tree has a TPO and must be preserved.

Parking Spaces – With a 5 bedroomed house there should be a minimum of 3 parking spaces and for a two bedroomed property there should be 2. The application form only states 6 car park spaces. We feel there is insufficient space to do this.

Planning Application: 15/01245/PDN

Proposal: Single storey, flat roofed extension from existing utility extending into rear garden

Location: 30 Meadow Close, Kempsey, WR5 3NL

Comments: No Objections

Worcestershire County Council

Application Ref: 15/000006/REG3

Applicant: Lafarge Tarmac Limited

Proposal: Proposed phased extension to existing sand and gravel quarry,

Consolidation of existing sand and gravel extraction and restoration to agriculture, nature Conservation uses and lakes

Location: Clifton Quarry, Clifton Arles Wood, Severn Stoke, Worcester, WR8 9LE

Comments: We feel we do not have technical knowledge or experience to make worthwhile comments on this application .

A38 Worcester - Worcestershire County Council

Proposed Prohibition of waiting at any time on verges or sides of carriageway traffic regulation order

Comments: We support this proposed prohibition to restrict parking around the 'car boot field'. We would also like to see this order extended to the western side of the A38. Whilst this will ease the old parking problem it doesn't necessarily prevent indiscriminate parking on the verges .