



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
 MONDAY 8th FEBRUARY 2016
 AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Geens (Chairman), Cllr Waller, Cllr Bevan, Cllr Blackwell, Cllr Frazer-Cann, Cllr Pugh, Cllr Smith, Cllr Hanmer, Cllr Michael, Cllr Patrick and Cllr Gerrard

IN ATTENDANCE: -

Mr M Biddle – Chairman of NDP, District Councillor Michael plus 5 members of the public.

1. Apologies: - County Councillor Sutton, District Councillor Harrison (Personal) -received
 Councillors Bannister and Hodgkins (Personal) - accepted
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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| <ol style="list-style-type: none"> 4. Minutes: The minutes of the Parish Council meeting of 11th January 2016 having been previously circulated were signed as a true and correct record. | Action |
| <ol style="list-style-type: none"> 5. Correspondence for Information: <ol style="list-style-type: none"> 1. Condition of Road Surface, Elgar Drive, Kempsey, WR5 3PU – For Information Only 2. Letter received from Mr. Bowley 28.01.16 – Community Youth Centre – For Information Only 3. FOI Request dated 28.01.16 from Mr. Bowley – Community Youth Centre – Cllr Geens raised emphasis on Freedom of Information requests and how he was to respond specifically to Mr. Bowley. Mr. Bowley would be invited to attend the Community Youth Centre Working Party to address any issues. Cllr Geens confirmed he would be writing to the Information Commissioners Office asking for guidance on the misuse of The Freedom of Information Act. | T Geens |
| <ol style="list-style-type: none"> 6. Reports from representatives: To receive an update:- <ol style="list-style-type: none"> 1. Neighbourhood Watch – No Crime Alert Information to report 2. County Councillor’s Report – Cllr R Sutton – At the request of Cllr Sutton, The Clerk reported that in a recent news article in Worcester News, it stated Cllr Sutton was a member of UKIP when in fact he is an Independent candidate. 3. District Councillor’s Report – Cllr Michael – The report was noted. 4. Neighbourhood Development Plan (NDP) <ol style="list-style-type: none"> a. RESOLVED: To amend the resolution passed at the EOM 23.10.15 (agenda item 5a.) - To change the dates of the Public Consultation to 12th and 16th March 2016 , or alternative dates depending on venue availability. b. RESOLVED: To amend the resolution passed at the EOM 23.10.15 (agenda item 5c.) to change the date of the 6 week Public Consultation period to commence from Saturday 12th March 2016 (or from when the venue is available) c. ITEM DEFERRED: To approve the 4 page NDP summary document. d. ITEM DEFERRED: To print 1500 copies of the 4 page summary document for household distribution. e. ITEM DEFERRED: To print 200 copies initially of the full NDP Document for Public Consultation purposes. | A Smith

A Smith |

7. Committee Report Updates and Proposals	Action
1. Environment: Cllr Smith	A Smith
<ul style="list-style-type: none"> Cllr Smith reported flooding in the Rocky has affected the area by the new bridge in particular the erosion to the footpath, this needs to be addressed at the next Environment meeting. 	
<ul style="list-style-type: none"> a. Cllr Pugh confirmed his request for Community Speed Watch has now been logged with Safer Roads Partnership 	D Pugh
<ul style="list-style-type: none"> b. RESOLVED : Agreed to amend proposal to hire a contractor to remove and dispose of tree cuttings from up to three locations identified within the village up to a maximum cost of £125.00. It was the voted to accept the amended proposal. 	A Smith
<ul style="list-style-type: none"> c. RESOLVED: To pay the Lengthsmen travelling expenses at a rate of 30 pence per mile for mileage incurred for travelling outside the Parish boundary. 	Clerk
<ul style="list-style-type: none"> d. RESOLVED: To purchase and install two Interpretation Panel Frames in A2 size for the Rocky from Acorn Workshop at a cost of £250 plus £25 delivery each. 	Clerk
2. Commons and Hams: Cllr Waller	
<ul style="list-style-type: none"> a. RESOLVED :To appoint Stumpcutters to carry out cutting and chipping of areas of gorse and brambles on 11 acres of Kempsey Common at a cost of £6K 	Clerk
<ul style="list-style-type: none"> b. ITEM DEFERRED: Proposal to appoint a contractor to carry out ditching and edging works on Stonehall Common. 	
<ul style="list-style-type: none"> c. Update on Ashmoor Common management and proposals arising. 	
<ul style="list-style-type: none"> Cllr Waller reported Cllr Pugh and himself had attended a meeting with Natural England who suggested introducing strip grazing as this would help to eradicate the problem with bulrushes and allow the fauna to grow. This idea was suggested to Mr Gove who appeared to be interested. As a result no management plan is required. 	
<ul style="list-style-type: none"> Cllr Waller attended a meeting with the Manager of Croome Estate where it was established it is their responsibility to pursue the broken fence repairs, damaged as a result of works to the power line carried by Western Power on Ashmoor Common.. Clerk to issue a formal response to the tenant who submitted the complaint to advise of the situation. Cllr Waller to draft a response. 	
<ul style="list-style-type: none"> Fallen Tree – Southern boundary Croome Estate – The tree is to be removed later in the year. No damage has occurred to the fence. 	C Waller
<ul style="list-style-type: none"> Report of shooting of Wildlife on Ashmoor Common – The Police are investigating. 	
<ul style="list-style-type: none"> d. RESOLVED: For the C&H Committee in conjunction with the Clerk to purchase cattle up to a value of £4.5K to be grazed on Ashmoor Common. 	M Bannister
<ul style="list-style-type: none"> e. RESOLVED: To move ‘ring fenced’ funds for Ashmoor Common into a notional earmarked reserve for Ashmoor Common Funds. 	Clerk
<ul style="list-style-type: none"> f. Update on actions to resolve the issue of grazing horses on Kempsey Common and proposals arising – Cllr Waller reported a meeting took place with Cllr Patrick and Cllr Michael with Democratic Services MHDC seeking advice in respect of the above. The options are to construct new by-laws and enforce or devise a draft voluntary document for Public Consultation purposes. 	
<ul style="list-style-type: none"> g. ITEM DEFERRED - Proposal to obtain a copy of the Kempsey section of the Commons Register from Worcestershire County Council 	
<ul style="list-style-type: none"> h. RESOLVED: To appoint JCP Solicitors to advise on restricted works on Kempsey Common. 	C Waller
<ul style="list-style-type: none"> i. ITEM WITHDRAWN: Proposal to replenish the legal expenses of £750.00 from contingency to appoint JCP Solicitors during Financial Year 2015/16. 	
<ul style="list-style-type: none"> j. Advisory Only - The C&H Committee in conjunction with the Parish Office to carry out a targeted public consultation on the restricted works proposed on Kempsey Common. 	C Waller
3. Recreation: Cllr Frazer-Cann	
<ul style="list-style-type: none"> a. The trees have been cleared and removed from behind the Youth Centre building. It is anticipated the ivy can be removed from site as per agenda item 7.1.b 	
<ul style="list-style-type: none"> b. RESOLVED: To appoint Simon Davis to carry out roof repairs only (to prevent water ingress) at a cost of £710.00. Defer soffit repairs. 	Clerk
4. Community Centre: Cllr Bevan	
<ul style="list-style-type: none"> a. RESOLVED: To purchase two hand dryers for the ladies and gents toilets from www.intelligenthanddryers.com at a cost of £156.33 each. (supply only) 	Clerk
5. Planning: Cllr Patrick	
<ul style="list-style-type: none"> Please refer to draft minutes of 29.01.16 	

- 6. Finance & General Purposes: Cllr Geens
 - a. **ITEM DEFERRED:** Proposal to accept changes to Financial Regulations in respect of Annual Budgets for Revenue and Capital and Budgetary Control - Item referred to F&GP Committee.
 - b. **ITEM DEFERRED:** Proposal to clarify the requirements for carrying forward unspent funds from one financial year to the next. – Item referred to F&GP Committee.
 - c. **ITEM DEFERRED:** Proposal to revamp/renew the Chain of Office. Cllr Geens to seek quotes and refer to F&GP Committee.
 - d. **ITEM DEFERRED:** To consider purchase and display of an illuminated Christmas tree in the Village for 2016- To discuss at the March Parish Council meeting.

7. Staffing Committee: Cllr Geens – Nothing to report

8. Chairman’s Report: Cllr Geens
Parking issues have been resolved at the housing development site located at Florence Close, Byefields. No further complaints have been received to date following intervention from the Police.

8. Finance

- 1. Payment of accounts as per schedule were authorized for payment.
- 2. Bank Reconciliation Statement Balance – For Information Only
- 3. Final Agreed Budget 2016/17 – For Information Only
- 4. Ashmoor Common Expenditure – For Information Only

9. Report by Investigative Committee:

The Panel has concluded its investigation and are preparing a draft report which will be available within 3 weeks. This will allow the opportunity for councillors to respond to the findings. A final report is to be produced together with recommendations at the April Parish Council meeting.

C Waller

10. Progress Update on the Community Youth Centre (*Cllr Geens*)

- a. Cllr Geens reported urgent electrical repairs had been carried out (Code 1 =immediate action is required) as per Periodic Condition Report.
- b. **RESOLVED:** To appoint AJ Taylor to attend to electrical reports (Code 2 – Urgent- as per Periodic Condition Report.)

Clerk

Cllr Geens reported a new HSBC Bank Account had been opened specifically for Youth Centre Purposes to replace the recently opened Santander Account, which was not suitable for purpose and is due to be closed.

11. To consider organizing a Village Tidy- Up - Clean for The Queen – Cllr Geens to liaise with PACT as it was decided that the Parish Council would not be doing anything specific to support this event.

12. Invitation to participate in a special tribute to HM the Queen on her 90th Birthday on 21st April 2016, by lighting Beacons in prominent positions. Cllrs Pugh/Geens to investigate location suitability on the Commons. Cllr Michael to pursue enquiries concerning acquiring a dispensation/permission which did not contravene with the commons by-laws. The Clerk to make enquiries concerning Event Insurance.

T Geens/
D Pugh/
J Michael/
Clerk

13. **ITEM DEFERRED** - Update on Land Registration

Meeting Closed at 10.05 pm
Sharon Baxter
Clerk

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

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

Cllr Smith presented Mr Roy Clarke, the retiring Lengthsman, with a token gift to mark his retirement and thanked him for all his hard work and efforts serving The Parish over the last 11 years, wishing him a long and happy retirement.

Mrs J Clee – Brookend Lane

Mrs Clee confirmed that the Charity Commission has acknowledged and accepted the dissolution of the Community Youth Centre charity.

She expressed great concerns and disappointment over the length of time the NDP is taking and the knock on effect this is having in respect of housing developments.

Mr R Bowley – Kerswell Green

Referred to agenda item 7.6 a & b and questioned if the exact wording had been circulated.

Cllr Waller confirmed this was circulated at the last meeting.

Cllr Bowley reiterated documents should accompany the agenda items together.

Standing Orders were reimposed

County Councillor – R Sutton

No report available

District Councillor – D Harrison.

No report available

District Councillor – J Michael.

Cllr Michael confirmed the SWDP has been signed off by the Inspector and is being presented for ratification on 23rd and 24th February 2016. This will provide more defence against planning applications.

On 7th March 2016 there is a briefing on the 5 Year Land Supply.

There is a Traveller & Travelling Show people Site Allocations Development Plan Document Town and Parish Council Briefing 6:00 – 7:00pm on Monday 15th February 2016 in the Council Chamber, Worcestershire County Council

A Prohibition Order has been made by Worcestershire County Council regarding parking east and west of the Ketch Island and Taylors lane. Comments to be submitted by 10th March 2016.

Rubbish is to be collected from the 9 litter bins in The Parish Councils possession on a twice weekly basis on a trial basis.

Cllr Michael spoke to Morgan Sindell, the contractors, currently doing cabling work on the A38 that necessitated the temporary closure of the bus stops adjacent to the Lawns. They anticipate that the traffic lights and restrictions will last another week as the other utilities are coming in on the back of their road restriction application.

Cllr Michael confirmed he had received complaints about the traffic lights operating through the night on the three way restriction and did request for that they be removed in the night-time periods. The Manager at Morgan Sindell stated this would be problematic but they were aware that the A38 was a relief road when the M5 was closed and would in those instances have the lights removed during any night-time closures of the Motorway.

Questions

Cllr Patrick highlighted that there is still no agreement to replace the temporary bus stop located on the A38 (opposite the Community Centre).Cllr Michael to pursue.

Cllr Smith reported the street light opposite the entrance to Saxon Meadows requires a deflector.

Cllr Geens asked if we could rely on support from District Councillors concerning a traffic plan for the recently approved Post Office Lane Planning Application in which The Parish Council would prefer no construction traffic at A38/Post Office Lane junction.

Chairman NDP – Mike Biddle

A couple of outstanding points are to be resolved with the consultants prior to a draft plan being prepared for Public Consultation purposes.

Help is required from MHDC to calculate the specific size of land areas.