



**MINUTES OF THE MEETING OF
KEMPSEY PARISH COUNCIL HELD ON MONDAY 8th APRIL 2019
AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Geens (Chairman), Cllr Waller, Cllr Allen, Cllr Blackwell, Cllr Michael, Cllr Frazer-Cann (arrived 8.10pm), Cllr Thompson, Cllr Ferguson and Cllr Gerrard.

IN ATTENDANCE: - Sharon Baxter (Parish Clerk and Responsible Finance Officer)
County Councillor Middlebrough (arrived 8.15pm)
District Councillors Harrison & Michael plus 16 members of the public.

1. Apologies: Cllrs Dodge, Hanmer & Varley (Personal) – All accepted
2. Declarations of Interest
 1. Register of Interests: Councillors were reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature – None.
 3. To declare any Other Disclosable Interests on items on the agenda and their nature – Cllr Thompson declared an ODI being the Chairman of Haresfield Patient Participation Group who could benefit from S106/CIL money and Cllr Blackwell declared an ODI in respect of agenda item 8.4 being a Trustee.
3. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) - written requests to be submitted to the clerk prior to the Meeting – None

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes
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4. Minutes: Having been previously circulated the minutes of the Parish Council Meeting of 11.03.19 were signed as a true and correct record.
5. Correspondence for Information:
Under General Data Protection Regulations names of identifiable subject/matter withheld.
 1. Letter from MHDC dated 28.03.19 – Notification of Community Infrastructure Levy – Neighbourhood Fund of £7677.06 – Please see agenda item 8.4.1
 2. Letter from Freedom (Western Power Distribution) dated 28.03.19 – Electricity Network Alterations, The Barn at The Paddocks, Bestmans Lane, Kempsey – Please see agenda item 8.2.a.
 3. Hanley & Upton Educational Trust- Views on the proposals to be submitted to the school, in writing, by Friday 24th May 2019.
6. Finance
 1. Payments of accounts as per schedule were authorised for payment.
One late additional item included payment to Mr R Michael for reimbursement for his purchase of a baby changing table for £111.54 (For Installation at Kempsey Youth Centre)
 2. Bank Reconciliation Statement Balance – For Information Only
 3. Capital Budget
 - a. **RESOLVED:** To accept the Capital Budget Statement as a Budget for 2019/20 to use as necessary for infrastructure/ new community centre projects.
 4. **RESOLVED:** The Financial Risk Schedule 2018/19 was reviewed and approved.
 5. **RESOLVED:** The Asset register 2018/19 was reviewed and approved.
 6. VAT Recovery 2018/19 £10690.96 – For Information Only

7. Councillors Ink & Paper requests 2018/19 – For Information Only
 8. Councillors Authorised Mileage Expenses 2018/19 – For Information Only
 9. Ashmoor Common Expenditure to 31.03.19 – For Information Only
7.
 1. Neighbourhood Watch – Crime Alert Information – Nothing to report
 2. County Councillor’s Report – Cllr Middlebrough – A report was noted.
 3. District Councillor’s Reports – Cllrs Harrison/Michael – Reports were noted.
 4. Parish Path Warden Update – Ms. Lesley Cox – No report available.
 8. Committee Report Updates and Proposals
 1. Environment/Recreation: Cllr Frazer-Cann
 - a. Proposal to seek Parish Council approval to allow Kempsey Primary School permission to hold their annual firework display on the playing fields at Plovers Rise, specifically on 9th November 2019 and annually thereafter – **ITEM WITHDRAWN**. Final approval is still required from the Parish Council subject to KSA approval and consultation with local residents.
 Issues with the construction/manufacture of the Woodland Tower have now been resolved. A faulty street light sensor needs replacing in the car park.
 An enquiry had been received from a local resident asking about charges being imposed on them by a Management Company. Unfortunately, whilst the Parish Council has been trying to help resolve issues covered under the Management Company such as obtaining dog waste bins, signage and defects on play equipment, it is not the Parish Council’s responsibility.
 MHDC confirmed the situation regarding emptying dog waste bins. A dedicated dog waste bin needs to be incinerated as it is classed as hazardous. If a general use litter bin contains a mixture of dog waste and litter then MHDC can empty it as long as the dog waste is less than 50% of the total contents and is co-mingled together with the general litter. MHDC do not offer a service for emptying and disposal of dedicated dog waste bins. The Council will look into alternative solutions.
 2. Commons and Hams: Cllr Waller.
 - a. **RESOLVED:** To consent to the installation of underground cable across our land to facilitate electricity network alterations at the Barn at the Paddocks, Bestmans Lane, Kempsey.
 Enquiring about renting cattle to place on Ashmoor Common. Clerk chased Mr Havard regarding a meeting for the Management of Ashmoor Common. No response to date.
 An Ecological Assessment has been added to the caravan access track planning application with a deadline for comments by 10.04.19. No response received as yet from the Planning Inspectorate.
 Matters are ongoing concerning the Inn at Stonehall entrance.
 The Footpath sign situated on Footpath KPC-712(B) at Stonehall Common has rotted and fallen over. This has been reported to the Countryside section at Worcestershire County Council, however Kempsey Parish Council need to remove the fallen By-Laws rules from the fallen sign
 An enquiry about the maintenance of ditches at Kerswell Green is being looked into.
 3. Community Centres: Cllr Michael
 - a. **RESOLVED:** To accept quotation from A J Taylor Limited to replace, supply and install LED surface lighting on a like for like basis in the hall and entrance foyer to the Community Centre at a cost of £482 plus VAT
 - b. **RESOLVED:** To accept quotation from GSJ Tiling Contractors to replace the flooring at the Youth Centre (in the entrance, corridor, toilets and kitchen) with tiles (including upstand tiles in the hallway and disabled toilet only) at a cost of £4832.40
 - c. **RESOLVED:** To pay for the replacement Youth Centre flooring from capital reserves due to this being an unexpected expenditure and not budgeted for in 2019/20.
 - d. Proposal to agree the installation of a temporary classroom (subject to planning permission being granted) and satisfactory connection of services at the expense of Magic Moments Nursery. An increase in rent will be determined on the extra square footage used and the lease to be adjusted accordingly to reflect this – **ITEM WITHDRAWN** as previously agreed but subject to planning consent.
 - e. **RESOLVED:** That Magic Moments Nursery incurs all material and labour costs for use of 2 additional car park spaces located at the side of the brick store.

- f. **RESOLVED:** To retain the services of The Big Green Cleaning Company who clean the Community Centre on a weekly basis and to sign the cleaning renewal contract for 2019/20.
- g. **RESOLVED:** The style of the scouts signage was agreed which will be displayed on the Youth Centre building to promote Scouting in the Community.
4. Planning: Cllr Ferguson
 A Planning Committee meeting took place on 18.03.19
 The application for the convenience store at the Anchor is likely to be discussed at MHDC Northern Area Committee on 24th April 2019 at 6.00pm at the County Hall with the opportunity for representation from the Parish Council and local residents with allocated slots of 3 minutes each.
1. Proposal to apply for a grant towards Parish Hall refurbishment (for roof repairs and installation of a disabled toilet) using monies from CIL money of £7677.06 – **ITEM DEFERRED**. Before a decision can be reached The Parish Council would like to see a business plan, including costing.
5. Finance & General Purposes: Cllr Geens
 A priority is to review and adopt New Model Standing Orders 2018 and Financial Regulations.
6. Staffing Committee: Cllr Geens
RESOLVED: That KPC will seek HR Advice on measures that can be taken to improve security arrangements at the Parish Office and to safeguard the Clerk from possible intimidation from a parishioner.
 District Cllr Harrison advised as an interim measure a lock should be fitted to the internal Parish Office door.
RESOLVED: That the Staffing Committee must meet in the next 14 days to raise an agenda to discuss additional staff resources.
7. Infrastructure Committee: Cllr Geens
 Due to the delay in not receiving the final version of the S106 for signature, both items below were deferred. Cllr Waller briefed members of the situation with the pressure main, which has now been established to be a reserve pipe which Severn Trent are content for Taylor Wimpey to relocate under a S185 agreement. Severn Trent indicated they are happy to abandon or rewrite the covenant. The risk is minimal.
- a. Proposal to re-authorise the S106 Agreement should any changes arise from landowners or other parties.(for planning application 16/01396/FUL) – **ITEM DEFERRED**.
- b. Proposal to authorise the Clerk to attach the seal of the Parish Council to the engrossed Section 106 Agreement (in the presence of any two Parish Councillors who will then witness the document) for planning application 16/01396/FUL Land at Pixham Ferry Lane / Old Road South, Kempsey – **ITEM DEFERRED**.
8. Chairman’s Report: Cllr Geens
 Chasing Lioncourt to erect fencing to deter vehicle trespass.
 Please submit any questions for John Campion in writing.
 Good support from Hanley Castle High School concerning S278 bus laybys.
 Requested Committee Chairman to submit their annual reports for publication in the annual newsletter as soon as possible.
 Highlighted that the new council will no longer meet the criteria to adopt the General Power of Competence, due to only having eight elected members.
 Experiencing problems uploading information onto the website. Clerk to explore the options of upgrading the website.
 Thanks were expressed to everyone for their support over the last 4 years and they were wished well for the future.

Meeting Closed 10.08pm

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

PUBLIC QUESTION TIME

Under General Data Protection Regulations names of identifiable subject/matter withheld.

A parishioner requested help and support from the Parish Council following her petition calling for traffic lights at the Ketch roundabout where traffic regularly stretches all the way from The Ketch roundabout to Kempsey during rush hour. The Parish Council totally understands these problems and agrees that traffic management measures are required.

A parishioner requested an update on the traffic calming measures in Post Office Lane /Ellsdon. Cllr Allen confirmed a third set of traffic monitoring data had taken place but this information is possibly flawed owing to the road closure at St. Peters.

The same parishioner asked for an update on the extension to Kempsey School. It was confirmed that the Parish Council had received no formal communication on this matter.

Seeking support to obtain some funding to help with the refurbishment of the Parish Hall, who are busy fundraising to make urgent repairs required to fix a leaking roof, upgrade the ladies toilets and provide disabled toilet facilities to this very well used amenity within the village.

Mr Bowley referred to agenda item 8.2 (a) suggesting a formal easement. Cllr Waller confirmed this proposal is supported by documentation from Western Power Distribution and in this case an easement is not necessary. He also referred to the proposal to request monies from capital reserves to pay for the Youth Centre replacement flooring in which he expressed, in his opinion, this was too early in the financial year to authorise.

County Councillor Middlebrough

Referred to the traffic problems at the Ketch roundabout which he would like WCC to take on board.

He suggested asking Safer Roads Partnership to look at the speeding issues in Kerswell Green.

He thanked the Chairman for carrying out a comprehensive report outlining the disadvantages of the current S278 Road Design at Elgar Park and Linden Homes Sites. A meeting is to be arranged to follow this up.

He is trying to obtain a monthly report from WCC of actions/outstanding issues

He provided a brief update on Children's Services.

Advised Council Tax has increased by 3.9%

Cllr Allen was specifically asked by a parishioner if a dip in the road outside LawnsPOOL Drive could be inspected before any damage occurred to his sports car.

District Councillor – David Harrison

Requested if more financial information i.e. Cllrs Ink and Paper requests, mileage expenses and the asset register could be publicized for the benefit of the public.

District Councillor – John Michael

Cllr Michael confirmed that he would not be standing again and would like to express his thanks to the Clerk, Chairman and Parish Councillors for their support and hard work.