



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 13<sup>TH</sup> FEBRUARY 2017 AT 7.30 PM.  
AT KEMPSEY COMMUNITY CENTRE**

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

**IN ATTENDANCE:** -

District Cllrs Harrison & Michael. Mr Biddle - Vice Chairman of NDP plus 10 members of the public

1. Apologies: - County Councillor Sutton (Personal)
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

4. Minutes: The minutes of The EOM Parish Council Meeting of 23.01.17 having been previously circulated were signed as a true and correct record.  
Cllrs Waller, Pugh and Hodgkins requested if it could be minuted that in their opinion the public minutes of The EOM of 23.01.17 should have recorded the six views voted upon for transparency purposes. The Chairman confirmed the minutes reflected the format of the EOM.
5. Correspondence for Information:
  1. Letter dated 23.01.17 - Countryside Access Management Ltd – Proposed Public Path Diversion Order Footpath 573 – Letter acknowledgement
  2. Letter dated 30.01.17 - Countryside Access Management Ltd – Proposed Public Path Diversion Order Footpath 573- Copy of the Notice of the Order and explanatory statement
  3. Secure Trust Bank – Interest Changes notification
  4. WCC Pension Fund 2016 Valuation Results – For Notification Only
  5. On behalf of Kempsey Tennis Club request to reinstate sign on the Main Road directing people to the 'Playing Fields' via Plovers Rise – District Cllr Harrison has resolved. The Lengthsman will straighten the sign.
  6. Letter dated 02.02.17 and 05.02.17 (duplicate) from R C Bowley Re: Investigative Panel – RC Bowley Complaint 27.03.15 – To be addressed in the response to Mr. Bowley under item 6.b
  7. Letter dated 05.02.17 from R C Bowley – Meeting West Mercia Police –The Chairman will submit a response, reiterating comments made in Public Question Time.  
Cllr Waller requested that both incoming and outgoing correspondence be circulated. He was not referring to this instance but during the time the Clerk was absent. The Clerk confirmed moving forward she would capture all correspondence and circulate.
6. Enquiry into Mr. R. C Bowley's complaint of 27th March 2015  
The council had set up a panel to look into Mr Bowley's complaint, and considered the panel's report and recommendations at an extraordinary meeting of the council held on 23rd January 2017. The report was considered in closed session, due to it being an internal issue.
  - a. **RESOLVED:-** To formerly dissolve the Investigative Panel with immediate effect, thanking members for their thorough investigation. Cllr Waller will formally submit a copy to the Parish Office for record keeping purposes.

**Action**

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Clerk

CW

- b. **RESOLVED:** To amend the proposal that the Chairman of the Council writes to Mr Bowley to communicate formally the council's decisions with regard to the panel's recommendations and what actions it intends to take to pursue them.  
The agreed amended proposal was then voted on unanimously to accept.
- c. **RESOLVED :** For F&GP Committee to consider the following:-
- What revisions to the Terms of Reference of Committees are needed?
  - What revisions to Standing Orders, Grievance Procedures, Bullying, Harassment and Whistleblowing Protocol, Complaints Procedures and Disciplinary Procedure are required?
  - What revisions are needed to Standing orders, Complaint and Employment related procedures to include consideration of securing professional help and advice.
- To make recommendations at a future Parish Council for implementation, this will address decisions reached at the EOM on Monday 23<sup>rd</sup> January 2017.
7. 1. Neighbourhood Watch – Crime Alert Information circulated by the Clerk to Councillors upon immediate notification to raise awareness.  
2. County Councillor's Report – It was reported in Cllr Sutton's absence that the sewer pipe located by Post Office Lane and Napleton Lane had been cleared by Severn Trent. The road surface had been temporary filled and may need resurfacing.  
3. District Councillor's Reports – *Cllrs Harrison/Michael*- The report was noted.  
4. Neighbourhood Development Plan (NDP) – Update. Cllr Smith confirmed the NDP is still within the 6 week consultation period which closes on 24<sup>th</sup> February 2017.
8. To appoint a Vice – Chairman – **ITEM DEFERRED.**
9. Committee Appointments  
To appoint Staffing Committee (comprising of Chairman and Vice Chairman) plus
- a. One member selected by the Clerk
  - b. Two members appointed by the Council – **ITEM DEFERRED**
10. Finance
1. **RESOLVED** Payment of accounts as per schedule were authorized.
  2. Bank Reconciliation Statement Balance – For Information Only.
  3. Quarterly Budget Monitoring to December 2016 – For Information Only.
  4. Final Agreed Budget 2017/18 – For Information Only
  5. Stationery Requests Ink/Paper 2016/17 – For Information Only
11. Committee Report Updates and Proposals
1. Environment: *Cllr Smith*
    - a. Proposal to accept quotation to cut back soil bank from pavement along Old Road South from Sunnyside Garage to Meadow Close – **ITEM DEFERRED** pending receipt of a further quote.
    - b. **RESOLVED:** To reallocate £3K budgeted for River Bank Clearance for 2016/17 to purchase a fixed VAS sign from SWARCO within budget, to place at the southern end of village.
  2. Commons and Hams: *Cllr Waller*  
Next meeting scheduled for Monday 20<sup>th</sup> February 2017 at 7.30pm at the Community Centre. A successful litter collection took place on Stonehall Common assisted by members of the Community.  
The Drone Club has submitted a constitution for consideration. This will be discussed at the next Committee Meeting together with other various issues to include debris at Kerswell Green and flooding and to renew discussions concerning vehicular access across Kempsey Common.
  3. Recreation: *Cllr Fraser-Cann*  
Pursuing various minor issues from the last ROSPA inspection.  
In the process of obtaining quotations to install a path from the Sports Pavilion to The Tennis Courts.
  4. Community Centres: *Cllr Michael*  
Youth Centre :-  
The toilets have been refurbished and painted. There are minor remedial repairs to be fixed. The extractor fan pipes have been checked and new grills have been fitted.  
A meeting is to be arranged shortly to prioritise the upgrade improvements to be made. Flooring joints in the main room have been repaired to make robust.  
A user group meeting is required.

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- 5. Planning: *Cllr Patrick*  
 A meeting took place on 18.01.17. Please refer to draft minutes.  
 Cllr Harrison expressed his disappointment that the Parish Council had not followed up his suggestion of arranging a meeting with County Councillor Sutton to improve the probable situation with the bus lay-bys and crossing at the entrance to the Taylor Wimpey and Linden Homes housing developments.
- 6. Finance & General Purposes: *Cllr Geens*
  - a. **ITEM WITHDRAWN:** For the Parish Council to amend Standing Orders and Financial Regulations to establish the procedure recommended by the F&GP Committee for appointing preferred contractors and suppliers and for awarding contracts to them. After seeking advice from CALC this approach was advised against.  
 Cllr Harrison confirmed he is awaiting comments from the Monitoring Officer on this item.
  - b. **RESOLVED:** The proposal was amended to read ‘That the Business Plan for Kempsey Centre, Pixham Ferry Lane is approved with the addition to Appendix 6.to add Stoke Orchard figures for comparison purposes which were in a previous draft, for the purpose of submitting to MHDC in support of planning application for the recreation ground..’ This amended proposal was then voted by the majority of Councillors to accept.  
 Can clarification be obtained from MHDC if this document will be made available to members of the public?
- 7. Staffing Committee: *Cllr Geens*- Nothing to report
- 8. Chairman’s Report: *Cllr Geens* – Understands a new cash machine will be replaced outside the shop within the next three months.  
 County Councillor Sutton has Divisional Funds still available should we wish to submit an application by the end of this financial year.

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- 12. Welcome packs for new residents. Update on progress. (*Cllr Patrick*)  
 With some help from the Clerk, 100 Welcome Packs have now been compiled.  
 Cllr Patrick is going to talk to the sales agents at the site office regarding distribution.

Meeting Closed at 9.24 pm  
 Sharon Baxter  
 Clerk

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

*Standing Orders were adjourned for Public Question Time*

## **PUBLIC QUESTION TIME**

### **Mike Biddle – 7 Brookside**

Queried how members of the public gained access out of hours to use the defibrillator machine to be installed inside the Community Centre. The Chairman highlighted that this machine, which has been purchased with the remaining FLAG funds, will be located in the corridor of the Community Centre primarily for user groups of the building. Should we have money available in the future a cabinet could be purchased to place this unit outside for public use. The Chairman is in the process of organising training on how to use the defibrillator machine.

Mr Biddle also reported on the History of Kempsey 1913 which had some very interesting information.

### **Bob Bowley – Kerswell Green**

Mr Bowley expressed his opinions regarding items 5.6 and 5.7 on this agenda and asked for a response to his letters indicated in the correspondence.

He questioned the accuracy of minute 9.8.2 of 12.12.16 of which The Chairman confirmed were true and accurate record of events.

### **Mrs Joy Clee – Brookend Lane**

Reported on the CALC Executive Committee where John Campion (Police Crime Commissioner) was present. She reported:-

1. Police Officers/CSO's were being provided with more up to date computers to aid efficiency.
2. Community Speed Watch – Allows trained members of the public to take action. Perhaps the Parish Council could consider in investing in purchasing a kit to help combat speed in the village?
3. The appointment of Sue Baxter as Chairman of CALC.

### **David Harrison – Brookend Lane**

In the absence of Terry Ward reminded parishioners a PACT meeting is to be held on Wednesday 15<sup>th</sup> February 2017 at 7.00pm at the Community Centre.

### **Linda Jenkins – Brookend Lane**

Raised concerns over the perceived length of time it took the police to arrive at the shop following the cash machine theft. This to be referred to PACT.

*Standing Orders were reimposed*

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## **District Councillors – Michael & Harrison**

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### **District Cllr Michael**

MHDC is organising 'A Great British Clean'. They have been made aware that the A38 outside the village requires attention.

PACT will coordinate a village clean up in conjunction with this event.

### **District Cllr Harrison**

Reported that the hedge located in Old Road South had been cut back and now siding out is required. (Cllr Smith – The Environment Committee is addressing this issue.)

In terms of planning applications it has been a busy month. The Inn at Stonehall has been approved.

Under Consideration:-

Councillors' remuneration to increase by £100 per annum.

Refuge collection changing from black bin bags to black wheelie bins and from weekly to fortnightly collections as a cost saving exercise, to save £250K.