



**MINUTES OF THE MEETING OF
KEMPSEY PARISH COUNCIL HELD ON MONDAY 14th MAY 2018
AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Geens (Chairman), Cllr Michael, Cllr Waller, Cllr Dodge, Cllr Frazer-Cann, Cllr Varley, Cllr Ferguson, Cllr Blackwell, Cllr Hanmer, Cllr Hodgkins, Cllr Allen, Cllr Thompson and Cllr Gerrard.

IN ATTENDANCE: - District Councillor Harrison (arrived 8.20pm) and District Councillor Michael plus 9 members of the public.

1. Cllr Geens was elected unopposed as Chairman and the Declaration of Acceptance of Office duly signed.
2. Cllr Varley was elected unopposed as Vice-Chairman and the Declaration of Acceptance of Office duly signed.
3. Apologies: County Cllr Middlebrough (at Ripple) – received
District Cllr Harrison will be arriving late due to attending an SWDP revision meeting - received.
Cllr Varley advised that he needed to leave at 9.00pm due to personal reasons - accepted.
4. 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.
Cllr Blackwell declared a Disclosable Pecuniary interest being a part owner of the Parish Hall.
 3. To declare any Other Disclosable Interests on items on the agenda and their nature.
Cllrs Allen and Dodge declared an ODI in respect of agenda item 11.1.a living in Ellsdon.
5. 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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6. Minutes: The minutes of The Parish Council Meeting of 09.04.18, having been previously circulated were signed as a true and correct record.
7. Correspondence for Information: - Under General Data Protection Regulations names of Identifiable subject/matter withheld.
 1. ICO Letter dated 10.04.18, Freedom of Information Act 2000, Complainant Request
 2. Letter dated 28.04.18 – Complaint from parishioner – No response to be submitted.
 3. Proposed Public Path Diversion Order, Public Footpath KP-509, (Part) Parish of Kempsey, Public Path Creation Agreement – Comments to be submitted by 1st June 2018
This will be placed on the next Planning Committee meeting agenda.

Action

Clerk

8. Committee Appointments:-

1. Environment & Recreation Committee – Cllrs Dodge, Frazer-Cann, Hanmer, Thompson and Varley
2. Commons & Hams Committee – Cllrs Dodge, Ferguson, Michael, Varley and Waller
3. Community Centres Committee – Cllrs Allen, Gerrard, Hanmer, Michael and Waller
4. Planning Committee – Cllrs Allen, Blackwell, Ferguson, Gerrard, Hanmer, Hodgkins and Thompson
5. Infrastructure Committee – Cllrs Allen, Dodge, Ferguson, Frazer-Cann, Hanmer, Hodgkins, Thompson and Waller and Geens

The Clerk to initiate the first meeting of the above committees with the committee chairman to be elected as the first item on the agenda.

F&GP Committee and Staffing Committee to be confirmed in June 2018

Clerk

Clerk

9. Appointments to Outside Bodies: -

1. Church Land Trust – **RESOLVED:** Cllr Gerrard and Mrs Ann Smith were re-elected.
2. Parochial Church Council Charities – **RESOLVED:** Cllr Gerrard was re-elected.
3. Parish Hall Trustees – Appointment Deferred
4. Kempsey Sports Association – Appointment deferred until the appointment of the Chairman of Environment/Recreation Committee. (Usually The Chairman of Recreation Committee plus one Councillor).

Clerk

10. 1. Neighbourhood Watch – Crime Information was reported
2. County Councillor's Report – Cllr Middlebrough – No report available.
3. District Councillor's Reports – Cllrs Harrison/Michael – The reports were noted

11. Committee Report Updates and Proposals

1. Environment:
 - a. **ITEM DEFERRED:** To permit Cllr Allen to speak at WCC meeting following petition signed by local residents to make permanent road changes to Ellsdon, Ellsdon Rise and Post Office Lane. District Cllr Michael to arrange a meeting with Rob Rich from MHDC to discuss proposed road alterations. Support to be obtained from the school too.
2. Commons and Hams: Cllr Waller
 - a. **RESOLVED:** To hold a liaison meeting with nearby Parish Councils likely to be affected by the SWDP.
 - Ashmoor Common
 - Cattle - The cattle have been delivered and are contained in the southern end of the common.
 - Kempsey Common
 - The rider friendly gate latch has been installed. A small modification was made for the latch to fit the gate.
 - RESOLVED:** To allow existing ramps constructed on Kempsey Common to be used by BMX enthusiasts/cyclists until the end of school holidays (September) and then seek to reinstate at the end of this period ensuring all holes are filled and to communicate to users that no further digging/construction be carried out, all litter is picked up and that people behave in a responsible manner. Representations from some local residents have been received being that no digging should be allowed on the common in compliance with the byelaws.
 - RECOMMENDATION:** That Environment/Recreation Committee be tasked with finding a suitable location for BHX cycling activity. This item did not require a vote.
 - Kerswell Green
 - Tree surgery – Notices were posted asking residents if they are in agreement for the poplar trees to be removed. No objections had been received. Suggestions to replant trees were deferred. The Clerk will accept contractors quote to proceed with the work.
 - Normoor Common
 - It was reported that someone has sprayed weed killer along the path on Normoor that leads through the trees at the southern end killing all vegetation, not only the nettles. This will be inspected.

MA

JM

Clerk

Stonehall Common

Dog Waste Bins – Up and running well.

The new gate to the west side of the common has been installed and is locked with a combination lock.

Encroachment Issues

Cllr Waller approached the land owner at the Inn at Stonehall regarding concerns with fencing erected around this building, during renovation, encroaching onto common land, following a complaint received over a parking incident. He established that the fencing will be moved back and it is the owner's intention to dig up the verge and reinstate the grass.

Bridleways

Cllr Waller had attended a meeting with The Chairman from Norton Juxta Kempsey Parish Council to discuss widening the bridleway on the east side of Stonehall Common to Wadborough Road. He was keen on this idea as Norton Juxta Kempsey Parish Council own this land. This removes potential landowner issues.

Pollinator Action Plan volunteer recruitment

Cllr Waller had devised an advert seeking volunteers to help develop and implements a pollinator Action Plan for Kempsey. This advert will be placed on the Parish noticeboards. Cllr Waller will promote this item at the Annual Parish Meeting and will devise some FAQ's.

Rights of way and easement policy

A first draft of the revised easement policy has been produced. This is intended as a starting point to discuss some of the important issues to be addressed. Cllr Waller requested feedback from Councillors in order to refer the draft document to a solicitor. In the first instance he will pass the document to Cllr Michael who agreed to ask Malvern Hills Trust for some legal advice.

3. Recreation: Cllr Frazer-Cann

The white marker gates have been installed at Kerswell Green. Thanks were expressed to Cllr Blackwell for his help in assembling them.

Looking into purchasing some new play equipment suitable for older children to include a larger slide and climbing frame.

Reported on the vandalism on site including damage to the cricket covers and football nets.

Looking into acquiring CCTV.

The ROSPA Playsafety report has been completed indicating no significant issues.

4. Community Centre: Cllr Michael

a. **RESOLVED:** To draw additional monies of £6625 (To add to £15.5K previously agreed) from reserves to deliver additional car parking at Playing Fields, Plovers Rise (subject to possible financial assistance by building contractor)

A User Group Meeting for the Youth Centre had taken place. Cllrs Michael and Ferguson seeking to resolve the problem with the sound echoing in the main hall.

Provision has been made at the Community Centre for people to secure their bicycles.

The emergency food stock has been replenished.

The external defibrillator cabinet has been ordered at a cost of £594.00 inclusive of VAT.

5. Planning: A request had been received to meet the representatives to discuss the proposals for the retention of the existing public house and erection of a convenience store and associated works at the Anchor Inn, Main Road, Kempsey. Members were happy for the Chairman to pursue this item.

Cllr Harrison confirmed the planning application at the Huntsman 18/00060/FUL has been refused as it does not conform to the SWDP.

6. Finance & General Purposes: Cllr Geens – Nothing to report

7. Staffing Committee: Cllr Geens – Nothing to report

8. Infrastructure Committee: Cllr Geens

a. **ITEM DEFERRED:** Proposal to pay Peter Griffiths, Infrastructure Manager, for any future work prior to planning permission of application no: 16/01396 Land at Pixham Ferry Lane/Old Road South, following termination of Taylor Wimpey remuneration.

A request is to be made to Peter Griffiths to devise a Letter of Engagement

JM/GF

TG

- 9. Chairman’s Report: Cllr Geens
 GDPR Training is to take place on Wednesday 23rd May 2018 at County Hall 7-9pm
 Building Control may soon feature under the remit of Planning.
 Free Solicitors advice available in the CALC update.
 PACT Meeting tomorrow at 12.30 PM

12. Finance

- 1. Payment of accounts as per schedule were authorised
- 2. **APPROVED:** Bank Reconciliation Statement Balance to 31.03.18.
- 3. Capital Budget – For Information Only
- 4. Budget Monitoring to 31.03.18 – For Information Only
- 5. **RESOLVED:** Updated Asset Register 2017/18 was approved.
- 6. Annual Return to 31.03.18
 - a. **RESOLVED:** To approve and sign Section 1 - Annual Governance Statement 2017/18
 - b. **RESOLVED:** To approve and sign Section 2 - Accounting Statements 2017/18
- 7. **RESOLVED:** To appointment/engagement of Internal Auditor 2018/19 and Terms of Reference

Clerk

- 13. **RESOLVED:** To accept Local Government Pay Scales 2018/19, to be implemented from 1st April 2018.

14. Policies and Procedures: - To refer to Finance and General Purposes Committee for review.

- 1. New Model Standing Orders 2018 (England)
- 2. Financial Regulations
- 3. Communication Policy
- 4. Complaints Procedure
- 5. Document Retention Policy
- 6. Publication Scheme
- 7. Disciplinary Procedures
- 8. Grievance Procedures

- 15. **RESOLVED:** To accept dates/time and location of full Council Meetings for 2018/19.
 Please note Parish Council meetings take place on the second Monday of each month at 7.30pm at the Community Centre.

- 16. **RESOLVED:** To hold a Finance & General Purposes Committee Meeting to arrive at precept for 2019/20 on Monday 19th November 2018 at 7.30pm at the Community Centre.
 This will then be presented to full parish council for consideration on Monday 10th December 2018.

17. Update on General Data Protection Regulation (GDPR) – For Information

The Government has tabled an amendment to its own General Data Protection Bill to exempt all parish and town councils and parish meetings in England, and community and town councils in Wales, from the requirement to appoint a Data Protection Officer under General Data Protection Regulation. All other measures will still apply.

Meeting Closed at 9.55 pm

Sharon Baxter
Clerk

Signed Chairman..... Date

PUBLIC QUESTION TIME

Sharon Plant – 3 Ellsdon

Requested an overview of Cllr Allen's proposal to make permanent road changes to Ellsdon, Ellsdon Rise and Post Office Lane

Parishioners concerns also included traffic congestion on Old Road South and Post Office Lane leading to the Main Road.

A parishioner also expressed views on the amount of bad press/publicity concerning young people in the village in respect of vandalism, rudeness, BMX ramps, digging of holes and questioned what were the Parish Council views on these matters?

Cllr Geens confirmed the Vicar is pursuing a project to obtain a portakabin for youth provision but there is opposition from local residents regarding where to site it.

Standing Orders were reimposed

CRIME ALERT INFORMATION

Criminal Damage, Mercia Way, Kempsey

Between 15:00 and 08:00 on Monday 23rd April an unknown offender scratched the bonnet of a blue Seat Ibiza parked on its owner's driveway in Mercia Way, Kempsey.

Criminal Damage, Plovers Rise, Kempsey.

Log 0398 S 250418. Kempsey. Between 19:00 on 24/04/18 and 11:00 on 25/04/18 persons unknown have gained entry to the cricket field and burnt two holes in the centre of a set of covers covering the cricket square. Submitted by 6394

County Councillor – P Middlebrough

No report available

District Councillor – D Harrison.

Under SWDP revision Call for Sites will be available for people who wish to put their land forward for building.

20% provision for small sites, although there are no guidelines from Central Government.

Questions

Cllr Waller questioned the implications of the above.

District Councillor – R J Michael.

At the Northern Area Planning Committee meeting on 02.05.18 at 6pm Planning Application no: 16/01396/FUL Hybrid application for 113 dwellings and new community centre and sports field was deferred due to site over development and public open space within the development. This is due to be brought back to committee.

The District Councillors are due to meet with the Planning Officers on Wednesday 16th May 2018 to discuss the design of the proposed Kings Hill development.

A reminder that the A4440 will be closed for 8 days from 25th May to the 1st June 2018.