



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 14 NOVEMBER 2016 AT 7.30 PM.  
AT KEMPSEY COMMUNITY CENTRE**

**PRESENT:** - Cllr Geens (TG) (Chairman), Cllr Waller(CW), Cllr Frazer-Cann(FC),  
Cllr Hanmer (HH) Cllr Patrick (AP), Cllr Smith (AS), Cllr Pugh(DP) and Ken Blackwell (KB)

**IN ATTENDANCE:** -

7 members of the public. Cllr Harrison and Cllr Michael (arrived at 20.30pm after a previous meeting)

1. Apologies: - Cllr Gerrard (PG) and Cllr Hodgkins (BH)
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: To consider the adoption of the minutes of The Parish Council Meeting of
  - Monday 12<sup>th</sup> September 2016 – These had been deferred from the October meeting. The Council **agreed** that a piece submitted by Cllr CW would be added to the minutes of October 2016 (Prop CW/Sec AS) and the minutes were signed with this addition.
  - Monday 10<sup>th</sup> October 2016. These were **approved** and signed. (PropAS/2ndAP)
5. Correspondence for Information:
  1. Animal & Plant Health Agency – TB Testing Arrangements – Advisory Letter
  2. Letters from Mr. R C Bowley dated 05.10.15, 12.10.16 & 31.10.16 and response – Auto Enrolment - Staff Pension Scheme
  3. Letter from Fleetwood Heir Hunting Re: Deceased Estates
  4. Email Correspondence BT Payphones/removal.  
TG noted that he should like to continue the project for a defibrillator at the BT box in Kerswell Green.  
It was noted that the payphone box in the centre of the village should be kept.  
It was **agreed** that TG should draft a case for its retention by BT and this would be considered at the F and GP committee and the Parish Council prior to the next KPC meeting.
  5. ICO Letter/email dated 12.10.16 – requires a response by 10.11.16
6.
  1. Neighbourhood Watch – Crime Alert Information
  2. County Councillor's Report – *Cllr R Sutton*. See report attached.
  3. District Councillor's Reports – *Cllrs Harrison/Michael*. See reports attached.
  4. Neighbourhood Development Plan (NDP) Update (*Cllr Smith*)
    - a. Proposal to accept the latest version of the NDP document with the addition of minor changes agreed at the Review meeting on 09.11.16 with Councillors and Workshop members. (Prop AS/Sec AP)  
AS noted that the working party had met and discussed the latest draft of the Neighbourhood Plan. Changes had been agreed and applied to the document. All changes and amendments were presented to all the Council. The Consultant was now working on a consultation statement.

The proposal was **approved** by the Parish Council with the following addition “Proposal to accept the latest version of the NDP document *for submission to MHDC* with the addition of minor ....”

b. PGA Management Update.

PGA was currently working on the business plan for the Recreation and Community Centre. CW and AS had had an initial meeting to discuss the wording of a draft contract. Negotiations with PGA are still ongoing.

7. Committee Appointments

a. To appoint a Vice Chairman following the resignation of Cllr Patrick

There were no nominations for Vice-Chairman, so no appointment was made.

b. To appoint Staffing Committee (Comprising of Chairman & Vice Chairman)

plus

i. One Member selected by the Clerk

ii Two Parish Council members

It was noted that as the Clerk was not present at the meeting, that this agenda item should be deferred until the Clerk is present.

8. Vacancy for a Councillor to be filled by co-option – For Information.

Application forms to be returned to the Clerk by 5pm on 2<sup>nd</sup> December 2016 for consideration at the Parish Council meeting on Monday 12<sup>th</sup> December 2016.

Cllr TG is to publish an advert for the co-option.

9. Committee Report Updates and Proposals

1. Environment: *Cllr Smith*

a. Proposal to advise the dog businesses that they are entitled to use public waste bins whilst walking their dogs in public areas. This was **approved** by the Parish Council. (PropAS/SecKB)

2. Commons and Hams: *Cllr Waller*

a. Proposal for the PC to renew the contract with Mr. C. Gove – Re: Cattle on Ashmoor Common (subject to his agreement.) (Prop CW/SecDP) This was **agreed**.

It was noted that clarification was needed regarding the Parish Councils insurance for the management of the cattle.

TB testing was planned between the 21<sup>st</sup> to 24<sup>th</sup> November, but a repair to the corral post needed to be done before this date. A supplier had been contacted to supply a post.

Once the animals had been tested, then they would be taken to market.

Confirmation had been given by D Martin to clear the roadside ditches and verges from the north to the south end of Stonehall Common, the community had been notified.

3. Recreation: *Cllr Fraser-Cann*

- Update on pavilion roof repair.

Repairs to the roof had been carried out, there were still a few minor points that the contractors were revisiting to resolve.

- Update on water heater repair or replacement at pavilion.

TG has asked Bob Stokes of KSA to chase this up.

4. Community Centres: *Cllr Michael*

The refurbishment of the toilet facilities has been delayed and it is anticipated that works will commence at the latest by the start of January, to be finished by the beginning of February.

There is to be a Community Centres meeting to discuss budgets and the removal of the tree Stump at the Community Centre.

A Youth Centre “Users meeting” was held, and ‘Worcester Dogs’ representatives attended.

It was noted that the Youth Club was not operating as no one wished to run it, and that

“Grasshoppers” were to start in January.

5. Planning: *Cllr Patrick*

Cllr AP gave a report of the planning committees meeting, the minutes of which are available on the website.

Cllr Smith

6. Finance & General Purposes: *Cllr Geens*

Recommendations from F&GP Committee meeting on 24.10.16

- a. Proposal to modify Standing Orders appertaining to Kempsey Community Centre to include Kempsey Youth Centre. (PropTG/SecAS) This proposal was **approved**.
- b. Proposal to have the ability in Financial Regulations for Committees to be able to spend up to £250 on small works (non-emergency) within each committees defined budget, without having to wait for full council approval.

A new financial regulation to be created under orders for work, goods and services (page 11). Wording to include running decisions by the Clerk and preferred contractors *in principle*.

The above amended proposal was **approved** by the Council (PropAS/SecTG) and the Clerk will provide the wording for agreement by the Council at the next meeting.

- c. Proposal to backdate and sign The Memorandum of Agreement between PGA Management, Taylor Wimpey and Kempsey Parish Council.

It was noted that this was an interim measure until the contract was ready. Cllr CW noted that this agreement placed the Parish Council and Taylor Wimpey on a document that could be misconstrued.

The proposal as above was **agreed** by the Parish Council (PropTG/SecAS)

The voting was as follows;

Approve; HH, AS, TG, AP.

Abstain; JM, DP, TFC.

Against; KB, CW.

- d. Proposal that F&GP has oversight of development of the new community centre and recreation facilities assisted by a subcommittee comprising of specialists and councillors. (PropCW/SecAS) This was **agreed** by the Parish Council.
- e. Proposal to increase the amount per annum to the Church for graveyard maintenance to £2,500. To be reviewed on annual basis. (PropTG/SecAP) This was **approved**.
- f. Proposal that the credit settlement terms on all invoices would be 28 days. (PropTG/SecAS) This proposal was **agreed**.
- g. Proposal to leave current staff pensions as they are.

The auto enrolment process requires that 'Employers go through a process to determine whether the employee qualifies for auto enrolment. Has the Parish Council carried out this process? The Chairman confirmed the process of auto enrolment had been carried out.

CW noted the requirements of the auto enrollment scheme and that the parish council was given advice by Richard Levett of CALC after discussion with the NALC solicitor on the matter. CW noted that he would prefer advice directly from the solicitor.

Proposal above was **agreed** by the Parish Council (PropTG/SecHH)

- h. Proposal to include the Chairman's report and the report from District Councillors David Harrison/John Michael on the website. It was **agreed** that a link to these reports would be provided and that the Chairman's report be included on the website.
- i. Proposal that each committee will consider what volunteers are needed for their area (For example Hay warden, Allotment Needs Assessor, Footpath Warden) and come up with a form of words to go on the website to promote these volunteer roles.

This decision was not made

7. Staffing Committee: *Cllr Geens*

There was nothing to report.

8. Chairman's Report: *Cllr Geens*

The Chairman reported that he had recently attended Town and Parish Council Conferences at Malvern and at County Hall. Financial savings have to be found at both District and County level. District are planning to fully privatize the refuse services, and County have to save a further £70m during 2017/18. The council was also advised that a permanent police officer had been appointed to the Alfrick & Kempsey Safer Neighborhood team.

10. Finance

1. To authorize payment of accounts as per schedule. This was agreed (propTG/SecHH)
2. Quarterly Budget Monitoring to June 2016, and September 2016, was circulated to councillors.

11. Welcome packs for new residents. Update on progress. (*Cllr Patrick*)

Cllr Geens/  
Clerk

Clerk

Cllr Geens

Cllr AP noted that this was moving slower towards completion than anticipated, but she would progress this as soon as possible.

12. **Date of next meeting: Monday 12<sup>th</sup> December 2016 at 7.30pm at Kempsey Community Centre.**

Meeting Closed at 22.10 pm  
Clare Shinner - Temporary Clerk

Signed.....Date.....

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*Standing Orders were adjourned for Public Question Time*

## **PUBLIC QUESTION TIME**

**Rev M Badger** noted that the proposal for increased funding for the maintenance of the graveyard was welcomed. He noted that they had extended the burial ground and this would take the annual expenditure of the burial ground for maintenance to over £5,000. He also noted that donations from individuals could be made for the upkeep of the graveyard.

**Mr M Biddle** noted that he supported the increased funding for the burial ground. He also noted that re the Taylor Wimpey Site, Highways and the agent of the pipeline company had raised objections.

**Mr Bowley** noted that he had concerns with regard to the final salary pension scheme of the Clerk. He also noted that he would be seeking to view the advice given to KPC via a FOI request.

**Mr Halford** noted his concerns re the drones over the common. Cllr CW noted Mr Halford's concern and said that if a club were formed, it could be of benefit to KPC and would be an experimental project that would be revisited regularly. CW noted that it was a balance between benefits to the parish as a whole and disadvantages to individuals.

*Standing Orders were reimposed*

### **Neighbourhood report**

There had been reported thefts at Abbottswood and from McColl's store in Kempsey.

**County Councillor's Report** – Cllr Sutton give the following report.

- Gerry Brienza was moving to Wychavon as a result of the rearrangements at Highways.
- The Bus turning at Baynall. Contact was still awaited from First Bus Company.
- A lot of correspondence had been received with regard to the state of Elgar Drive.
- Some street lights had been switched off and complaints with regard to this energy saving measure were being looked into.
- Cllr Sutton was meeting with Highways Engineer to point out problems in Kempsey.
- Cllr Sutton agreed to look into the ongoing issue with regard to a crossing to be installed outside the community centre.
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**District Councillor's report** – Cllr Michael gave the following report.

- The door-knocks in Kempsey for the Rural Support Programme were performed on 3<sup>rd</sup> October and 7<sup>th</sup> November and 122 households were approached. 45 referrals for further information were made. JM noted that although the door-knocks had been completed, if there was any parishioner who had been overlooked, then JM would be happy to send out the relevant information to them.

**District Councillor's report** – Cllr Harrison gave the following report.

- Details of the Christmas refuse collections were available.
- The 106 arrangements for the Taylor Wimpey Site had been changed for affordable housing from social rent to affordable rent.
- All the surface water drainage work was on hold as the County Council had been busy on other works, but the local drainage officer had been out to look at the issues at Napleton Farm. There was to be no further work at Draycott Lane.
- There had been no response from the County Council regarding the access to sites at the south of the village from either Malvern DC or Worcester DC.