

**MINUTES OF THE EXTRA ORDINARY MEETING OF  
KEMPSEY PARISH COUNCIL HELD ON MONDAY, 1<sup>st</sup> MAY 2013  
AT 7.30 p.m. AT KEMPSEY COMMUNITY CENTRE**

**PRESENT:** - Cllr Michael (Chairman), Cllr Gerrard, Cllr Hart, Cllr Campbell, Cllr Patrick, Cllr Rea, Cllr Hay, Cllr Bannister, Cllr Geens, Cllr Blackwell & Cllr Martin.

**IN ATTENDANCE:** - Clerk, District Councillor Mr. Harrison and 16 members of the public.

1. Apologies: Cllr Bowley (Holiday) and Cllr Stevens (Paternity Leave) - 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): Cllr Patrick declared a DPI in respect of Lioncourt Homes As her property borders onto the development boundary.
  3. Other Disclosable Interests (ODI): Cllr Martin declared an ODI due to his friendship with the landowners son in respect of the Lioncourt Development.. Cllr Hay declared an interest due to his grandson attending Magic Moments Nursery.
3. To Consider Written Requests from Councillors' for the Council to Grant a Dispensation (S33 of the Localism Act 2011): A dispensation was granted to Cllr Patrick to allow her to participate and vote if necessary from now until May 2015 in respect of Lioncourt Homes Development.

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes.
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4. Having been previously circulated the minutes of Monday 8<sup>th</sup> April 2013 were signed as a true and correct record.
5. Correspondence: Noted as per list.
  1. The Council is to hold a meeting to discuss the expansion proposals and the legal implications.
  2. The request from Ms. Hunter to address the safety of users on Kempsey Common is being addressed.
  3. The Noticeboard request from Broomhall Cottages is to be addressed at item 9.3
- 6.1 County Councillor's Report: - Not available
- 6.2 District Councillor's Reports: -
  1. Cllr Rea.had nothing to report
  2. Cllr Harrison confirmed that wheelie bins had been delivered and the service commences w/c 6<sup>th</sup> May 2013
7. Community Centre Committee:
  1. It was agreed to approve the purchase of 10 chairs in the same colour and style as previously purchased.
  2. The item to approve a tamper proof thermostat for Room 1 was deferred until June 2013.
  3. It was agreed to ring fence monies of £6585 and carry these from 2012/13 Community Centre budget to 2013/14 to pay for the previously authorised works.
8. Recreation Committee (*Cllr Campbell*)
  1. The Council agreed to place three dog signs stating 'dogs on leads only at all times' on the entrances to the playing field at Plovers Rise.
9. Environment Committee (*Cllr Stevens*)
  1. The Council agreed to instruct the contractor to proceed with the footpath in the Rocky at an additional cost of £800 to address the concerns raised by the MHDC Tree Officer.
  2. The Council agreed to amend the amount of £480 to £2912.66 for Rocky Improvement project (to include the additional cost of the Bridge Work) and then to carry over this amount over into the

2013/14 financial year.

3. The Council agreed to obtain some further quotes in respect of purchasing a noticeboard to be erected by residents of Broomhall at a suitably identified location . This will be placed on the May agenda for further consideration.

#### **10. Commons & Hams Committee**

1. The Council agreed to carry over £2400 for the Kempsey Gorse Cutting Project Budget from 2012-13 to Kempsey Gorse Cutting Project Budget for 2013-14
2. The Council agreed to approve the contract (produced by the solicitors) between the interested parties being The Parish Council and Mr Gove in respect of purchasing cattle for Ashmoor Common.
3. The Council approved the carrying over of ring fenced money for the purchase of the cattle of £2802 from 2012/13 budget to 2013/14.
4. The Council agreed to insure the cattle for public liability insurance with NFU Mutual at a cost of £303.41.
5. The Council approved the issue of a cheque for McCartney's auctioneers for £3550 to cover the purchase price of the six cattle and transport costs.

#### **11. Finance:**

- 11.1 The Council approved the payments as per schedule.
- 11.2 Bank Reconciliation Statement Balance – For Information
- 11.3 The Financial Risk Schedule was reviewed and approved.
- 11.4 The Asset Register was reviewed and approved.
- 11.5 Clerk to clarify costs of insurance cover and place on the May agenda for further consideration.

#### **12. Planning:**

Planning Application No: 13/00417/HOU

Proposal: Outline application with Some Matters reserved for the erection of up to 120 dwellings, access, parking, public open space with play facilities and landscaping

Location: Lioncourt Homes (Development No11.) Ltd

It was agreed the draft response could be amended with further comments and to delegate powers to the Planning Committee to formulate a finalized response for submission to MHDC by the deadline of 10<sup>th</sup> May 2013. Please note Cllr Rea took no part in this discussion due to being a District Councillor.

Planning Application No: 13/00444/HOU

Proposal: Proposed Porch

Location: 30 Bannut Hill, Kempsey, WR5 3NG

Comments: No objections but with concerns that there were no measurements on the plans making it difficult to ascertain the porch size.

13. Frequently asked questions and responsibilities and the standardizing of noticeboards.  
This item was deferred until June 2013.
14. The Council approved a 2 year contract to supply Business broadband and telephone services to Kempsey Parish Council as detailed under option 2 of the information circulated.
15. No update was available for the Parish Logo
16. The Council agreed to adopt the Communications Policy and Complaints procedure (with amendments)
17. & 18. The Council voted to accept agenda items 17 and 18 together. These were to update Staff Committee responsibilities to include recruitment and selection, staffing and training budgetary items and employee policies and to change Standing Order 15 e.ix to Staff Committee shall be responsible for monitoring all staffing matters, recruitment and selection, staffing and training budgets, annual performance reviews, employee policies

and as and when necessary or when instructed by the Council recommending and formulating any necessary action.

21. The Council resolved to adopt an update to the Document Retention policy.

**The Council resolved to discuss agenda items 19, 20, 22 and 23 in confidential session to exclude the press and public.**

19. Disciplinary Procedure – A Working Party will discuss policy and issues arising from it.

20. The Council agreed to adopt an update to the Councils Publication Schedule.

22. The Year End Bank Reconciliation Statement 2012/13 Document & Submission were discussed.

23. The Council agreed to award a pay increment to both the Clerk and Assistant following recommendations from the Staffing Committee.

Meeting Closed 9.55pm  
Sharon Baxter  
Clerk

## **PUBLIC QUESTION TIME**

### **Peter Cresswell - Broomhall Cottages**

Questioned the number of houses that Lioncourt propose to build. Will this total be reduced from the total number of houses being proposed for the village?

Cllr Michael confirmed this may have some impact.

### **Glennis Hughes – Broomhall Cottages**

Referred to the SWDP and the urban extension and why Broomhall is not supported.

Cllr Patrick confirmed three members of the Parish Council had met with Welbeck where concerns were expressed about their plans and the boundaries.

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

Highlighted that supporting information referred to in the agenda is not readily available to all parishioners. Cllr Rea referred to Standing Orders, Publication Scheme and the Freedom of Information Act.

**Linda Jenkins – Brookend Lane**

Confirmed that many residents had not received an Annual Newsletter. Cllr Michael confirmed The Council had agreed to appoint an outside contractor to deliver this service and despite being provided with the relevant material this had not been successful.

She also highlighted the confusion with the summons notice for the Planning Committee for Lioncourt Homes, as the day and date did not correspond. The Clerk apologized for this confusion. She referred to the Public Consultation for Lioncourt in that this had not been widely advertised. Cllr Patrick confirmed that due to time constraints imposed by MHDC that this had been advertised where possible at short notice.

**Joy Clee – Brookend Lane**

Asked if houses will get a newsletter at some stage? Cllr Michael confirmed these will be available for collection from the Parish Office or shop. She also requested if the Parish Office could be open every morning of the week. Cllr Michael confirmed this was a balancing act.

**Eric ? – Broomhall Cottages**

Questioned does The Parish Council object to Lioncourt Development as not within SWDP? Cllr Michael confirmed The Parish Council agreed to support SWDP.

**Trevor Geens – Squires Close**

Referred to the Annual Newsletter and paying up front. This was confirmed as stated in the terms of their contract.

**David Harrison – Brookend Lane**

Reiterated this point as The Parish Council is paying up front for the cattle?

**Mike Legg – Kerswell Green**

Particularly concerned with the signs on Kempsey Common. He highlighted there is no protection for the residents as vehicles can easily access the common if signage not displayed.

Cllr Bannister confirmed that The Parish Council had not authorized payment of £10.00 previously requested to replace a sign but signage in general was being looked into.