

MINUTES OF THE PARISH COUNCIL MEETING OF KEMPSEY
PARISH COUNCIL HELD ON MONDAY 14TH APRIL 2014
AT 7.30 PM. AT KEMPSEY COMMUNITY CENTRE

PRESENT: - Cllr Michael (Chairman), Cllr Stevens (from 8.00pm), Cllr Gerrard, Cllr Campbell, Cllr Patrick, Cllr Bowley, Cllr Geens, Cllr Blackwell, Cllr Bannister, Cllr Rea, Cllr Bevan & Cllr Hay

IN ATTENDANCE: - District Councillor Mr. Harrison and 8 members of the public and The Press.

1. Apologies: County Councillor Mr R Sutton and Mr Mike Biddle Chairman of NDP - received
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): Cllr Hay declared an ODI in respect of a payment to his Company. Cllr Campbell also declared an ODI in respect of a payment to Accentika Internet Ltd being a Director.
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
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4. To consider the adoption of the minutes of The Extra Ordinary Meeting of Monday 24th March 2014. Having been previously circulated the minutes were signed as a true and correct record.
5. Correspondence for Information: Noted as per agenda list.

Cllr Rea confirmed that Gmail Accounts could be susceptible to The Heartbleed Virus as recently highlighted in the News. This was nothing to do with the anti-virus software protection already installed on The Parish Office computer system.

The NatWest Letter regarding £85K regulated under FSA does not apply to Parish Councils and we have no such protection on any of our banking investments.
6. Reports from representatives: The following updates were received:
 - 6.1 Crime Statistics: Neighbourhood Watch Incidents had been circulated to all Councillors.
 - 6.2 County Councillor: No report available.
 - 6.3 District Councillors: The reports were noted.
 - 6.4 Neighbourhood Development Plan: The report was noted.
7. Update Reports/Proposals from Committees
 - 7.1 Recreation Committee: Cllr Campbell
The ROSPA report had identified two items as medium risk requiring the removal of moss from the wet core surface under the basketball net and multi gym. Clerk to ask Roy Clarke to treat.
 1. Quotes are in the process of being obtained for replacement/refurbishment of the main doors at the Pavilion. Item to be presented the next meeting.
 2. The Council resolved to purchase two smoke detectors for installation at the Pavilion.
 - 7.2 Commons and Hams Committee: Cllr Bannister
Seven cows had been purchased and placed on Ashmoor Common.
 1. The Council approved the following recommendation of the Commons & Hams Committee: The Committee has investigated issues in regard of stock on Kempsey Common and in its opinion has found nothing that contravenes the Commons Act 2006. Therefore, the committee recommends to The Council that no further action should be taken at this time. However, any person who believes that their lawful use of the common is being impeded has the right to undertake their own legal action as detailed in the Commons Act 2006

Action By

Clerk

	Action By
<p>7.3 Community Centre: Cllr Geens</p> <p>New safety signage has been erected. New flat roofs have been installed to The Parish Office and Brick Store New door frame to the Fire Exit in The Nursery has been fitted New door and frame has been fitted to the brick store Brickwork contractors are carrying out works to include pointing/repairs/work to airbricks. 1. The Council resolved to accept quotation to upgrade the two large arched windows serving the nursery on the front elevation of the Community Centre. The contractor appointed was Excel of Malvern at a cost of £1992.00. Please note Cllr Stevens declared an ODI for this agenda item.</p>	Cllr Geens
<p>7.4 Environment Committee: Cllr Stevens</p> <p>An arboricultural survey had been carried out within The Rocky highlighting the trees which require attention. Cllr Geens offered to chase Western Power concerning the trees interfering with the electricity cable. Cllr Bowley offered firewood to parishioners following works that had been completed on Normoor Common and requested any brash/debris to be tidied up in a neat pile in return. 1. The Council resolved to renew the agreement for Contract of Services of a Lengthsman 01.04.14 to 31.03.15. 2. The Council resolved that Kempsey Parish Council should arrange a meeting with the Environment Agency to discuss the possibility of lowering the pump starting level to safeguard the paths in the Rocky Woods and associated matters.</p>	Clerk
<p>7.5 Planning Committee: Cllr Patrick</p> <p>Lioncourt Reserved Matters – Unable to carry out Public Consultation due to time constraints. A response has now been submitted to MHDC stating objections. Scoping Opinion Request – Extension to mineral extraction & associated restoration works at Clifton Quarry, Nr Clifton Village, Worcestershire Quarry and the impact on Ashmoor Common. - Awaiting feedback from Commons & Hams Committee and Natural England</p>	
<p>7.6 Finance & General Purposes Committee: Cllr Michael – Grant Thornton External Auditors are conducting an Intermediate Audit for 2013/14.</p>	
<p>8. Chairman’s Report: Cllr Michael</p> <p>Reports are required from Committee Chairman for inclusion in The Annual Newsletter. WCC 10th Parish Conference 30th April 2014 at County Hall 6.30-8.30pm A report has been submitted to County Council confirming there are no other suitable development sites within the village.</p>	
<p>9. Planning Committee:</p> <p>Planning Application No: 14/000245/HOU Proposal: Two storey extension to left side of building Location: Bootridge Farm, Stonehall Common, Kempsey, WR5 3QQ Comments: No Objections</p>	Clerk
<p>10. Finance:</p> <ol style="list-style-type: none"> 1. The Council authorized payments as per schedule of payments list distributed. 2. Bank Reconciliation Statement Balance – For Information. 3. It was noted that Internal Auditor Mr. Bob Stokes no longer wished to continue to offer his services for 2014/15 – Clerk to seek information for a new Internal Auditor 4. To consider using electronic payment methods such as direct debit and debit cards and amend model financial regulations from NALC. The Council agreed to defer this item until May 2014. 5. The Council clarified that monies of £70K plus interest held in the NatWest Account are earmarked reserves held by the Council as at 31.03.14 for the purpose of a Community Centre Development Fund. 	
<p>11. Vacancy for A Councillor - The Council will be advised whether to co-opt or if an election is to be held for this vacancy after 24th April 2014. The Chairman expressed thanks and appreciation to Cllr Hart on behalf of The Council for her service confirming a letter and flowers had been delivered.</p>	

12. Cllr Rea confirmed the report on Outside Bodies will be presented at the May meeting.
13. Cllr Rea confirmed he had contacted the War Memorial Organisation and was waiting for a imminent response. This item will feature on the May agenda.
14. The Council granted delegated authority to The Chairman and Vice Chairman in consultation with The Clerk to format both the content of the questionnaire and flyer for the Neighbourhood Development Plan. In addition The Council resolved to spend up a maximum of £250 to produce colour printing for the flyer and map using an out source supplier.
15. The Council resolved to appoint a Distribution Company to deliver The Annual Newsletter (together with The Neighbourhood Development Plan Questionnaire & Flyer) at a cost of no more than £250. However, should costs exceed this value the delivery method would revert to Councillors/volunteers delivering the Annual Newsletter by hand. This was delegated to The Chairman, Vice Chairman in consultation with The Clerk.
16. Cllr Stevens presented an update on development of a logo for Kempsey Parish Council. He requested feedback as this will be presented at the May meeting.
17. The Council agreed to consider an independent computer support company to provide support and maintenance for all aspects of the Parish Office computer system. Cllr Geens to progress.

Chair/Vice/
Clerk

Chair/Vice/
Clerk

Cllr Geens

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda item 18. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

18. Applications for Discretionary Rural Rate Relief were discussed.
Statement B was supported in respect of The Huntsman Inn, Green Street.

Statement B states ‘The business is of benefit to the local community and supported in principle by the Parish Council but the Parish Council cannot support it financially. (In this case, The Parish Council will not need to make a contribution, but 25% Discretionary Relief will still be awarded.)

Statement B was supported in respect of The Stores, 2 Church Street, Kempsey for 2014/15
The Council was under the impression this had already been paid for 2013/14 and would like further clarification.

Meeting Closed 9.47pm
Sharon Baxter
Clerk

Signed Chairman Date

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

Mrs J Clee – Brookend Lane

Mrs Clee highlighted that by helping to hand deliver The Graveyard leaflets along with Cllr Patrick and Gerrard she had experienced a lot of contact from parishioners. There is a consensus that The Parish Council is not really addressing important issues and there is a feeling of bickering within The Council which is of great concern and costing unnecessary expenditure and time. The Council is not addressing important issues particularly NDP and planning. Trust this criticism will be taken on board and progress forward.

Please consider assistance from NDP Working Party members to deliver the Annual Newsletter as last year the chosen delivery method was so unsuccessful.

Mr T Ward – Post Office Lane

Commented that the flyer in respect of The NDP requires editing to ensure good understanding.

Standing Orders were reimposed