

MINUTES OF THE MEETING OF KEMPSEY PARISH COUNCIL HELD
ON MONDAY, 11th JUNE 2012 AT 7.30 p.m.
AT KEMPSEY COMMUNITY CENTRE

PRESENT: - Cllr Bowley (Chairman), Cllr Austin, Cllr Bannister, Cllr Blackwell, Cllr Campbell, Cllr Gerrard, Cllr Hart, Cllr Hay, Cllr Legg, Cllr Rea and Cllr Stevens

IN ATTENDANCE: - Clerk, County Councillor Mr. Bullock, District Councillor Mr. Harrison and 14 members of the public

1. **Apologies:** Cllr Michael (illness) - accepted.
2. **Declarations of interest**

Personal: Cllr Bowley declared an interest being a member of Kerswell Green Graziers Association.
Cllr Hay declared a personal interest in respect of agenda item 14. Nursery Proposals for Outdoor Space as his grandchildren use this facility.
Cllr Rea, Cllr Austin and Cllr Stevens declared a personal interest re agenda item 10.4 1 due to residing on The Limes.

Prejudicial: None
3. **Register of Interests** - Members were reminded of the need to update their Register
4. **Open Forum** – The meeting was adjourned for Public Question Time, notes of which are appended to these minutes.
5. **Minutes:** The minutes of the Extra Ordinary Meeting held on 24th May 2012 were approved.
6. **Previous Minutes:** No matters arising from minutes.
7. **Correspondence:** Noted as per list.
8. **Reports from representatives:**
 - 8.1 Police Report - Crime statistics for 01/05/12 – 01/06/12
 - 1 ASB – Neighbour dispute
 - 1 Assault
 - 0 Burglary
 - 0 Vehicle Crime
 - 1 Criminal Damage – Domestic related
 - 2 Theft unable to elaborate due to data protection
 - 3 RTC
 - 8.2 **County Councillor's Report**
 1. The footpath located at Post Office Lane is due to be repaired.
 2. Cllr Stevens highlighted that the speed limit signs along the A38 through Severn Stoke did not correspond to the road markings. Mr. Bullock to enquire.
 - 8.3 **District Councillor's Reports:** Mr. Rea:-
 1. Funday Sunday being a great success
 2. Summer Activities organized by Malvern Hills District Council
 3. Homeless Strategy ConsultationExpressed his thanks and appreciation to Councillor Michael Legg following his resignation

Mr. Harrison:-

 1. Post Office Lane closed 9th July - 22nd July 2012 due to gas mains replacement
 2. Refuse sacks due to be distributed to households week commencing 25.06.12
 3. SWDP meeting at St. Mary's Church on 25th June 2012 at 7pmReiterated thanks and appreciation to everyone involved in making Funday Sunday a success. He also thanked Mr. Legg for his hard work and efforts whilst serving on the Parish Council.

9. Revise Standing Orders

Amendments to standing orders had been circulated to all members.

A proposal to amend 14b, 14a, 15c and 16e was carried together with a further proposal to amend standing orders 2j to 21a. The Council also agreed to incorporate 15(c) i, 15(c) iv, 15(c) v and 15(e) ix

10. Committees:

10.1 Councillors were assigned to Committees and the list was approved. Clerk to re-issue

10.2 Environment:

1. Leaflets have been delivered to advertise the Open Evening for The Rocky on 18th June 2012.
2. The application for LEADER funding for Improvements to the Rocky has been submitted.
3. An update of the clearance works carried out by the working party on Sunday 3rd June 2012 was provided.
4. It was agreed to purchase two warning signs under delegated powers at a cost of £21.75 each.

10.3 Commons and Hams: The railings had been attended to at Kerswell Green.

10.4 Recreation:

1. Cllr Campbell reported that Malvern Hills District Council (MHDC) now has the authority to transfer the Land at corner of A38 and Brookend Lane to Kempsey Parish Council (KPC) under the following terms:

1. The £600 already paid by KPC will be regarded as the consideration for the transfer.
2. In the event of KPC wishing to dispose of this land, it shall first be offered to MHDC who shall have an option to purchase it at the value of public open space at this time
3. MHDC will require an option, on giving six months' notice, to purchase the land at public open space value at any time after the first ten years following the transfer. In the event of MHDC exercising this option they shall compensate KPC in a sum not exceeding its net capital expenditure on improvements over the preceding 5 years.

Cllr Bannister expressed his concern over the third term and requested clarification from MHDC on this matter. Cllr Campbell will ask MHDC for clarification.

10.5 Community Centre: Nothing to report

10.6 Chairman's Report: Nothing to report

11. Finance

11.1 The payments of accounts as per schedule were agreed. In addition a further cheque was requested for Cllr Blackwell to reimburse expenses for £14.40

11.2 Payments authorized under delegated powers including staff salaries were agreed for payment

11.3 Bank Reconciliation Statement Balance – for Information.

11.4 The Council agreed to increase Internal Audit Fees from £200 to £250.

12. **Revise current account:** It was agreed to transfer current account activity from Lloyds to HSBC as per information circulated.

13. Planning:

Please note *Cllr Rea abstained from participating on all planning matters due to his role also as District Councillor.*

Planning Application No: 12/00518/HOU

Proposal: First floor extension and extension to conservatory

Location: 151 Main Road, Kempsey, WR5 3LH

Comments: Kempsey Parish Council has no objection to this application.

Planning Application No: 12/00537/HOU

Proposal: Single storey rear extension

Location: 11 St Mary's Close, Kempsey, WR5 3JX

Comments: Kempsey Parish Council does not object to this application. The members were pleased to see that the drainage issue had been addressed. The council members hope that the alteration to the size of the extension will suitably address the concerns of the neighbouring resident about the impact on the amount of daylight which reaches their property.

Planning Application No: 12/00450/FUL

Proposal: New shop front and closing of shop front in Church Street

Location: The Original Stores, 2 Church Street, Kempsey, WR5 3JG

Comments: Kempsey Parish Council supports this application to improve our local shop and to

improve the access for disabled people.

Planning Application No: 12/00724/HOU

Proposal: Rear single storey extension and alterations

Location: 36 Meadow Close, Kempsey, WR5 3NL

Comments: Kempsey Parish Council has no objection to this application.

14. Nursery Proposals – *This item was discussed after agenda item 8 due to public interest.*

The Council confirmed that the neighbours should be consulted before proceeding further and that the sketch map outlining the outdoor space is amended to show correct concrete platform area.

Cllr Rea requested that it was recorded he should abstain from voting due to his role also as District Councillor.

15. Procedure for control and administration of quotes/tenders and contracts

The Council agreed to introduce a formal administrative procedure for quotes and contracts.

16. Progress Reports (Cllr Bowley)

1. Format for presentation of proposals to PC meeting – All committees are requested to submit proposals in the format of those submitted for this meeting.
2. Document Retention Policy: It was agreed to defer this item.
3. Worcestershire Agreement Commitments: Clerk to re-circulate to collate comments prior to aid submission.
4. Clerks Qualification – Clerk to forward a request of how the Parish Council can help acquire this.
5. Financial Regulations – Cllr Stevens is progressing
6. Use of Portacabin – Apply for planning permission for change of use to use as a storage facility.
7. Reduced street lighting trial – Cllr Rea is undertaking a private survey on The Limes and agreed to make data available to the Parish Council.

17. PACT (Cllr Hay, Council Representative to PACT)

- a. A PACT meeting was held on 29th May 2012. Cllr Hay reported on Funday Sunday, Crime Statistics, Non- Emergency 101 telephone reporting and problems with dog mess. Next PACT meeting to be held on 18th September 2012 at 7.30pm.
- b. The Council agreed to donate £200 to PACT.

18. The Council agreed to donate the sum of £100 towards St. Mary's Church Fete.

19. The Council agreed that the Cadet Force could use Kempsey Common for Cadet Force Activities.

20. The Council agreed to decline the request from Welbeck Strategic Land LLP to present an update on technical studies to the Parish Council in support of the proposed allocation as defined in the draft SWDP Plan

21. The Council approved a motion requiring Parish Council Meetings to conclude at 9.30pm before entering into Confidential Session.

22. In Confidential Session: It was resolved to exclude the public and press in the public interest for consideration of the following items:

1. Assistant Clerk – Approval for extension of extra hours (expires 30th June 2012)
The Council agreed to extend the Assistant Clerk's hours for a further three month period.
2. To consider rent review in light of additional play space. This item deferred.

23. Date of Next Meeting: Monday 9th July 2012 at 7.30pm at Kempsey Community Centre

The meeting closed 9.44pm and then went into Confidential Session.

Confidential Session ended at 10.14pm

Sharon Baxter (Clerk)

Signed

Date

CHAIRMAN

NOTES OF PUBLIC QUESTION TIME

Fourteen members of the public were in attendance and raised the following concerns during Public Question Time:

1. Problems with dog mess throughout the village.
2. Grass Cutting Responsibility when we acquire the land at The Limes
3. A microphone to enable the public to hear Councillors' when speaking
4. Councillor Conduct/Apology – The situation was resolved between Cllr Campbell and Cllr Stevens
5. The disappointment of lack of representation from The Parish Council at St. Mary's Church Jubilee Celebration.
6. Parish Council attendance at SWDP meeting held at St. Peters Baptist Hall.
7. Attendance at the Funeral Service of Reverend Francis John Mushen
8. Criticism of revised make up of committees
10. Declaration of interests with reference to The Limes
11. Resignation of Cllr Legg
12. Cllr Austin who is overseeing Neighbourhood Plan Working Party requested public participation