

**MINUTES OF THE MEETING OF KEMPSEY PARISH COUNCIL HELD
ON MONDAY, 14TH NOVEMBER 2011 AT
7.30 p.m. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Mr. J Michael (Chair)

Mrs. P Gerrard, Mrs. A Hart, Mrs. C Campbell, Mr. K Blackwell, Mr. M Bannister, Mr. R. Bowley and Mr. M Stevens

IN ATTENDANCE: - District Councillor Mr. R Bullock and 14 Parishioners

1. Apologies for absence: - Mr. Harrison (meeting), Mr. Rea (work), Mr. Austin (ill), Mr. Legg (holiday) Mr. Hay (work)

2. Declaration of interests:-

Mr. Bowley declared an interest being a member of Kerswell Green Graziers Association

3. Register of interests: – Members were reminded to update their Register

4. Open Forum:-

It was proposed by Mr. Michael, seconded by Mrs. Gerrard and resolved that Standing Orders be adjourned for the Open Forum. At the end of the Open Forum the Chairman reconvened Standing Orders.

5. Minutes: - The Minutes of the Extra Ordinary Meeting of 24th October 2011 had been previously circulated to all members. Due to some confusion between the Clerk and Mr. Stevens concerning reference to the Hub Working Party these minutes (cross referenced to the Extra Ordinary Minutes 10th October 2011 agenda item 13.) were deferred from signing until further clarification is established.

6. Previous Minutes: Any recommendations and/or items for update - None

7. Reports from representatives: To receive an update

7.1 Police Report – Please be vigilant in the cold/frosty weather leaving car vehicles running! Mr. Bannister advised that he had reported the vandalism of the two phone boxes to BT.

7.2 County Councillor's Report: Mr. Bullock advised that the red road markings had been reinstated along the Main Road.

He had received an enquiry from the house next to the Community Centre (by the post box) concerning dropping the kerb to allow access for easier parking. Mr. Bullock did not feel permission would be granted.

7.3 District Councillor's Reports - No reports available

7.4 **Environment Committee:** To Discuss

1. Works completed at The Rocky – All pollarding works have been completed and cleared. It was mentioned some debris needed clearing from the brook.

2. Bus Shelter Painting – All works completed

Mr. Stevens expressed his thanks to Mr. Bannister and Mr. Blackwell for their help.

7.5 **Commons and Hams Committee:** Mr. Bowley advised that the ditching works at Normoor Common had all been completed. Sewerage works at Kerswell Green were due to commence.

7.6 **Recreation Committee:** To Discuss

1. Tennis Club – Mrs. Campbell reported that the solicitors do hold the deeds to the playing field. She made a proposal to instruct our solicitors to sort out the new lease with the Tennis Club to incorporate the seating area. This was seconded by Mr. Stevens with all members in unanimous agreement to accept.
2. Cricket Club – The Parish Council are to make enquiries from MHDC as to whether planning permission is required to install two permanent cricket nets.
3. Purchase of land at corner of A38 and Brookend Lane – Mrs. Campbell advised that the title documentation has been processed at the Land Registry and the next stage is to advertise as public open space. This caused some debate between Mr Bannister and Mrs Campbell as this area is commonly known as The Limes Green. Mrs Campbell highlighted that Mr Bannister had a prejudicial interest being a resident of the Limes that he had not declared. He immediately denied this.

7.7 **Community Centre Committee:** To Discuss

1. Kitchen Wall Cupboards for discussion and approval – Item deferred
2. Fridge & Microwave / Accessories for Kitchen - To approve budget expenditure of £350
Mr. Blackwell made a proposal to purchase accessories to include crockery and cutlery from the £350 proposed budget but not to purchase a fridge or microwave oven. To eliminate any confusion this proposal was withdrawn and a new proposal was made by Mr. Blackwell to purchase accessories to the value of £100. This was seconded by Mrs. Gerrard with all members voting unanimously to accept.
3. Update on kitchen and painting works – The kitchen has been completed and a lot of the painting works have also been completed. Painting works will be finalized once the replacement roof has been fitted to the toilet area. This is anticipated before the December Parish Council meeting.
4. Update on Flower Tubs – Four large half barrel flower tubs have been purchased at a cost of £120 (instead of the previously approved flowers tubs costing a total of £225 for three.) Local businesses are willing to supply plants but unfortunately are not willing to maintain them.
5. Side Gate Locking – Mr. Blackwell to research a better lock mechanism and obtain costings.
6. Sanitary Bins – Three quotes had been obtained, to refer back to the Community Centre Committee for further discussion.
7. Consultant Report – To terminate the agreement and negotiate a new contractor.
8. Bollards/Parking – Item deferred
9. Update on Post Box – This has now been obtained and is awaiting installation
10. Lighting for kitchen – Item deferred
11. Fire Safety – Item deferred. Clerk advised an inspection could be carried out for £250. Clerk had made some enquiries with MHDC to try and obtain some guidance and was provided with an internet link for reference.
12. Energy Report on Community Centre dated 7th April 2011 and if necessary initiate action. Mr. Bowley questioned should we consider carrying out the recommendations highlighted from this report? Some of the issues had already been addressed. Mr. Michael advised he was hoping some of these recommendations would be addressed as a result of the surveyors report.

- 7.8 **Chairman's Report** – Mr. Michael reported on the SWDP preferred options response Document, confirming the last date for comments on the plans was 18th November 2011. He advised that the Parish Council had submitted a grant application to MHDC in respect of the Frontrunners Scheme to assist in producing a neighbourhood plan. He

also reported that the Olympic torch will not be going through Kempsey but via Powick along the A449. He advised an Open Day was proposed for Thursday 24th November 2011 to look round the building of the flood defences from 8am to 4pm.

8. Finance

- 8.1 To authorize payment of accounts as per schedule (attached) - Authorised
 8.2 To ratify payments authorized under delegated powers including Staff Salaries – Authorised :- In addition the following were also authorised:

DETAILS		AMOUNT (£)	CHEQUE NUMBER
Staples	Stationery	49.35	3177
	Cleaning War		
The Royal British Legion	memorial	20.00	3178
W J Brewer	Flower Tubs	120.00	3185
K Blackwell	Expenses	13.20	3188
A&E Fire Equipment Ltd	Annual Service	322.63	3189

- 8.3 Bank Reconciliation Statement Balance – For Information.
 8.4 Instruct F&GP Committee to conduct urgent review of our deposit account banking arrangements to discuss bank interest - Mr. Bowley highlighted that by switching bank accounts a better rate of interest could be obtained. This item will be referred to the F&GP Committee to try and maximize public money, by researching best interest rates. We currently earn only approximately £75.00 annual interest this could potentially be maximized to approximately £2500.00 per annum.
 8.5 Initiate review of Council Finance Regulations – Mr. Bowley suggested these should be reviewed on an annual basis. As the existing ones are subject to review this will be dealt with via a working party.

9. **Planning Report:** - As indicated on the Agenda

10. **Draft Terms of Reference** – To be discussed further at the next planning committee meeting.

11. **To Discuss standing order amendments to clarify situation re motions requiring written notice, those not requiring it and parties responsible for confirmation of meeting minutes.**
 This item is open to amendment and discussion

12. **South Worcestershire Development Plan** – The Final Response was issued to all Parish Councillors for comment and amendments. Mrs. Gerrard highlighted that both the Bakers shop and Butchers had been closed for longer than 10 years. Mr. Bowley referred to the Census figures but was advised can only use figures that are in force at this present time. He suggested that the covering letter to be made shorter. Mrs. Hart stressed the importance of housing for young local residents. Taking these comments into consideration a proposal was made by Mr. Michael to recommend and support this official document and submit to SWDP as the final response. This was seconded by Mr. Bannister with all members voting in agreement to accept these proposals. The response will be published on the Hub with hard copies sent to MHDC District Councillors, County Councillor Mr Bullock and MP Harriet Baldwin.

13. **Correspondence for Information:** All items of correspondence indicated under correspondence was available for inspection by Parish Council Members between 7.00p.m and 7.30p.m
 Mrs. Campbell confirmed that she had attended a meeting with Mr. Dillingham to try to resolve his problem.

14. Date of next meeting: Monday 12th December 2011 at 7.30pm at Kempsey Community Centre

15. Confidential Session: Both items deferred as members not present to discuss.

Meeting Closed 9.12pm

Sharon Baxter

Clerk