

**MINUTES OF THE MEETING OF KEMPSEY PARISH COUNCIL HELD
ON MONDAY, 12th NOVEMBER 2012 AT 7.30 p.m.
AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Bowley (Chairman), Cllr Blackwell, Cllr Gerrard, Cllr Hart, Cllr Rea, Cllr Stevens, Cllr Michael, Cllr Campbell, Cllr Patrick & Cllr Martin.

IN ATTENDANCE: - Clerk, County Councillor Mr. Bullock, District Councillor Mr. Harrison, Mr. Jenkins representing the Post Office and 15 members of the public

1. Apologies: Cllr Bannister (Holiday), Cllr Hay (Work) – both accepted.
2. Declaration of Interests:
 1. Register of Interests: Councillors were reminded of the need to update their register of interests.
 1. Disclosable Pecuniary Interests (DPI): None
 2. Other Disclosable Interests (ODI): Cllr Martin declared an interest on Kempsey Common and Ashmoor Common holding commons rights.

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes.

3. Having been previously circulated the minutes of The Parish Council Meeting held on Monday 8th October 2012 were signed as a true and correct record.
4. The Chairman thanked Cllr Austin for his help and support following his resignation on 29.10.12, resulting in the following vacancies becoming available
Commons & Hams Committee: As a temporary measure Cllr Michael agreed to stand in.
Planning Committee: As a temporary measure Cllr Stevens agreed to stand in
Staffing Committee: Vacancy
Chairman for Neighbourhood Development Plan Working Party: Vacancy
5. Correspondence: Noted as per list.
6. Reports from representatives:
 - 6.1 Police Report: Statistics for the month of October 2012:-
 - 6 ASB incidents - 2 related to on-going neighbour disputes; 2 separate incidents involving malicious communications received via the internet; 1 incident report for graffiti; 1 personal ASB incident in which a male became angry with a group of children and threw one of their scooters into a ditch.
 - 1 Assault - by a male on his partner.
 - 0 Burglary
 - 1 Theft - A pair of wooden gates was stolen from a commercial premises in Kerswell Green; the gates were lifted from their hinge posts.
 - 1 Criminal Damage - A young male was caught in Kempsey as he defaced a wooden bench in the "Rocky" using a pen. The male was arrested, admitted the offence and received an official reprimand at Worcester Police Station. The parish council has received a letter of apology from this male.
 - 1 Drugs offence - a male was stop-checked and arrested for possession of a Class B drug.
 - 0 RTCs

- 6.2 County Councillor's Report: - Mr. Bullock reported on
1. The footpath from the Ketch roundabout heading towards the village needs addressing as it is covered in mud.
 2. County Council candidates to represent the Croome Area are to be decided upon on 15th November 2012
Cllr Hart expressed thanks to Mr. Bullock in clearing the footpaths in Post Office Lane.

6.3 District Councillor's Reports:

Mr. Rea - Nothing to report.

Mr. Harrison:

1. Congratulated Mrs. Clee in receiving The British Empire Medal (The Queen's Birthday Honours List 2012) for work to the Community.
2. Enforcement Notice at The Old Baptist Church – Structure of the building and bags of rubble
3. Free Parking in Malvern over the Christmas Period.
4. Council Policy Group – To discuss the reduction of housing proposals on the southern link
5. Meeting at the Bank House Monday 10th December 2012
Cllr Campbell thanked Mr. Harrison for his very informative page in the Parish News

7. **Reports from Committees:**

- 7.1 Recreation Committee: Cllr Campbell reported that there were 11 Ash trees surrounding the play area and 6 on the southern boundary that could potentially become diseased. The situation would be monitored as oppose to removing them.
- 7.2 Commons and Hams Committee: Nothing to report.
- 7.3 Community Centre: Nothing to report.
- 7.4 Environment Committee: Cllr Stevens
 1. Advised that the contracts had been awarded for bridge and railing works to the Rocky Improvement Project.
 2. Reported on the Lengthsman's activities for the month.
- 7.5 Planning Committee: Cllr Patrick advised that the amended planning application for 17 Broomhall Cottages had been withdrawn.
- 7.6 F & G P Committee: Cllr Bowley advised all committees had held their budget meetings with the exception of Commons & Hams which is yet to be arranged.

8. **Chairman's Report:** Cllr Bowley highlighted concerns that Parish Council's may be capped next year and this should be taken into consideration when budget setting.
He expressed his appreciation to Teal Turf in clearing the rubble left behind by the Travellers and also to Seaborne Leisure in the removal of the green container off site. He represented the Parish Council with a wreath for Remembrance Sunday.

9. **Environment Committee: (Cllr Stevens)**

1. The Council agreed to appoint the Duckworth Trust to remove graffiti from list of locations specified on the agenda subject to it being possible to complete all of the work within one working day at a cost of £210
2. It was agreed to purchase a new STIHL FS 55R strimmer/brush cutter for the Lengthsman, costing £215.83 ex. VAT.

10. **Community Centre Committee: (Cllr Hay)**

1. It was agreed to allow Mr. Harrison to continue voluntarily maintaining and planting the flower pots located at the front of the Community Centre at no cost to The Parish Council.
2. Proposal to reject the request from the Hair Gallery to install a suspended ceiling. This item to be deferred until the December meeting.
3. It was agreed to approve an Asbestos survey at a cost of £285
4. It was agreed to proceed with the floor inspection to The Hair Gallery at a cost of £80
5. It was agreed to proceed with roof repairs to replace 30 slates at a cost of £325
6. It was agreed to proceed with roof repairs to replace coping stones at a cost of £400
7. It was agreed to replace the windows to The Hair Gallery at a cost of £2691.67 offsetting the £1500 Energy Grant acquired towards these costs.

11. Recreation Committee: (Cllr Campbell)

1. It was agreed to proceed to obtain quotes for maintenance on the trees in tree line on either side of the drive to the playing field and removal of a lower branch from a tree in the southern hedge line and to write to neighbouring properties for comments.
2. It was felt no proposal was necessary to write to the Sports Association to request the owners of the "Go-Stores" to carry out maintenance on them and to paint them, ideally green and all the same colour, to be carried out by August 2013.
3. It was agreed to get quotes to remove the rubbish and soil in the south east corner of the playing field with the intention of installing a further piece of play equipment at the site.
4. It was agreed to accept the new lease drawn up for Kempsey Lawn Tennis Club which will now include the seating area and a small perimeter around the three courts currently covered by the existing lease.
5. It was agreed to accept quote for the planting of 53m bare rooted natural hedging in the southern boundary of the playing field where gaps exist costing £490 plus an additional £100 for rabbit guards.

12. Update from Emergency Procedures Working Party from Cllrs Campbell/Gerrard/Michael. Cllr Michael to convene a Working Party

13. Reports from Outside Bodies:

1. Parochial Church Council Charities (Cllr Hart & Cllr Gerrard)- Nothing to report
2. Malvern Hills Area CALC Meetings (Cllr Stevens & Cllr Michael) – Offers good information and guidance
3. Kempsey Youth Centre Trustees - Cllr Campbell attended a meeting with Katreena Barnes they are exploring the way forward with other Trustees.
4. Kempsey Sports Association (Recreation Chairman currently Cllr Campbell and Cllr Gerrard) Nothing to report.
5. Appointment Of Youth representatives (Cllr Gerrard & Cllr Stevens) – Review at year end
6. Appointment of Representative for Elderly/Disabled (Cllr Michael) – Nothing to report
7. PACT representatives (Cllr Bowley, Cllr Michael & Cllr Hay) – They do an excellent job and we wish to remain a representative.

14. Finance:

- 14.1 To consider payments to be made as per schedule. These were agreed.
- 14.2 Bank Reconciliation Statement Balance – For Information
- 14.3 An update was provided on the banking arrangements.

15. Dispensation Requests: Clerk to liaise with the Monitoring Officer to enquire if a blanket dispensation request is in force to enable councillors to set the council's budget and decide the precept, having a disclosable pecuniary interest as Council Tax Payers. The Clerk to also check if a dispensation is required for input and decision making at the F&GP Committee meeting scheduled for Monday 26th November 2012.

16. The motion to instruct the Responsible Financial Officer to prepare a short report detailing the revenue and expenditure relating to Funday Sunday was withdrawn following the distribution of a full set of accounts and an explanation regarding historic records.

17. The motion to form a working party to investigate and detail what the funds remaining from the Parish Plan Working Party can or can't be used for so that this can be included in the budget for FY13/14 and allow the Council to plan the necessary activities was withdrawn. Cllr Patrick to update at the next meeting.

18. Planning Application: To consider planning applications referred by MHDC for comment:

Planning Application No: 12/01359/HOU

Proposal: Alterations to roof to allow attic conversion and two storey rear extension

Location: 25 Meadow Close, Kempsey, WR5 3NL

Comments: Objection. All properties to the front, rear and side of this extension will be overlooked resulting in an invasion of privacy. This is a very large extension and is totally out of character with the surrounding properties.

Planning Application No: 12/01464/TCN

Proposal: Reduce height of one silver birch by 3m, crown lift to 2.5m above ground level and lightly reduce remaining canopy

Location: Hollybrook, Church Street, Kempsey, WR5 3J

Comments: No objection

19. **HGV Applications Update** – Cllr Patrick provided an update on the HGV Applications and Decisions report which will form part of the Planning Committee.
20. **Update on Hair Gallery Lease** Cllr Bowley confirmed the lease will be signed this evening.
21. **Proposal to circulate the summons and agenda by email (This complies with NALC advice)**
This item is to be discussed at the December meeting.
22. **Magic Moments Day Nursery**
 1. At the request of Cllr Stevens the proposal was amended to state “Proposal **NOT** to apply for a Certificate of Lawfulness for the Nursery” This was agreed.
A vote then took place and was carried not to apply for a Certificate of Lawfulness
 2. It was agreed that Magic Moments Nursery could bring the proposed fence at rear of car park forward by approximately 3 feet to enhance their area on the proviso that they were responsible for grass cutting to this area and reinstating the area back to its original condition in the event of them leaving.
23. **Proposals to seek alternative methods of distribution of Parish Council** correspondence to parishioners i.e. Annual Newsletter. Cllr Campbell confirmed a delivery service would cost approximately £50 for delivery of 1000 newsletters. This service would not be available for the more rural areas. This item will be discussed at the December meeting,
24. **A list of intended Planning Committee Meeting Dates would be made available on the noticeboards and website.**
25. **Response to SWDP Significant Changes Document** *Cllr Michael provided clarification on the SWDP response*
26. **Parish Council Tender Document (Cllr Bowley)** – Work in progress to discuss at the December meeting.
27. **Please email your views/comments to Cllr Michael as to how you wish to progress forward with the options for a Post Office. Please refer to Mr. Jenkins and Mrs. Clee (Public Question Time)**
28. **Clerk to rearrange the date of the December Parish Council Meeting as it coincides with SWDP meeting at The Bank House, Bransford on Monday 10th December 2012.**

Meeting Closed 10.12pm

Sharon Baxter

Clerk

PUBLIC QUESTION TIME

Neil Jenkins – Post Office Ltd

Gave a presentation regarding the options available. A Hosted Outreach Service was suggested.

Cllr Michael thanked Mr. Jenkins.

Mrs. J. Clee - Brookend Lane

Asked how many days/hours an outreach service would be available to Kempsey past on past experience with outreach services. Mr. Jenkins confirmed this was subject to availability.

Mr. D Harrison - Brookend Lane

Highlighted the benefits of having a shop and Post Office and the revenue it could generate.

Mr. R Allsop – Meadow Close

Expressed his objections to planning application No: 12/01359/HOU.

Mr. R Austin – 54 The Limes

Confirmed reasons for his resignation and offered his thanks to the Chairman and Chairman.

Mr. K Blackwell – The Oaks

Advised that the Commons & Hams meeting on the 21st November 2012 would not be taking place due to a quorum of councillors not being present.

Mr. T Ward – Post Office Lane

Commented on an excellent PACT meeting. Repairs are to be carried out to the surgery car park. He provide an update to the origins of the PPWP Funds confirming monies raised were from grants and public subscriptions that the Parish Council only held these monies on their behalf.

Mr. N. Brookes –Hillside

Complained that the bank at Hillside looked an eyesore, kerbstones were broken and grass verges have been churned up. Parking was an issue. He requested at the very minimum for some hardcore to be laid. Mr. Bullock to liaise with Highways to try and resolve the problem.

He also asked Mr. Bullock if the white line could be reinstated from Clerkenleap back into the village because the mud obscures the white line.

Mr. D Harrison – Brookend Lane

Advised an application is being made by the Parish Hall Committee to District Councillors from the ward budget for the purchase of some new chairs.

He requested the removal of the graffiti from the Community Centre

Please think about the request to reject installing a false ceiling and insulation to the Hair Gallery.

Highlighted that the area marked out for the outdoor space development by the nursery is not as originally agreed upon.

Mr. M Legg- Kerswell Green

Requested if all the noticeboards could be laid out in the same set uniform pattern.