

ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL

AGENDA: REMOTE MEETING

Clerk: Andrew Robinson, Elmley Meadow, Elmley Castle, WR10 3HW. Tel: 07586 567777

Notice is given of the meeting of Elmley Castle, Bricklehampton and Netherton Parish Council on
Thursday 7th May 2020 at 7.00pm

Please note: Parish Council Meetings are now audio recorded

Due to the Coronavirus pandemic regulations came into force on 4th April 2020 to allow Parish Councils to hold remote meetings. Under the same regulations the requirement to hold an Annual Parish Meeting has been removed.

Therefore this meeting is being conducted virtually via Video conference platform 'Zoom'.

The Press and members of the Public are invited to join and it is fully accessible to all.

Please follow the link below:

<https://us02web.zoom.us/j/88497161685>

1. APOLOGIES FOR ABSENCE - Safer Neighbourhoods Team, Cllr Meikle

2. OPEN FORUM

3. DECLARATIONS OF INTEREST

- Councillors are reminded of the need to update their register of interests
- To declare any Disposable Pecuniary Interests in items on the agenda and their nature
- To declare any Other Disclosable Interests in items on the agenda and their nature
- Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least 4 days prior to a meeting
- Councillors who have declared a Disclosable Pecuniary Interest or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct must leave the room for the relevant items
- Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence

4. DISPENSATIONS

- Cllr Strong 1 year from 5 March 2020 Queens Public House (discussion but no voting rights)
- Cllr Hickman 1 year from 6 June 2019 Queens Public House (discussion but no voting rights)
- Cllr Parker 1 year from 6 June 2019 Queens Public House (discussion but no voting rights)
- Cllr Parker 1 year from 6 June 2019 Neighbourhood Watch (discussion and allowed to vote)

5. APPROVAL OF MINUTES

- For meeting 5th March 2020

6. COUNTY COUNCILLORS REPORT

7. DISTRICT COUNCILLORS REPORT

8. FINANCES to 30 April 2020

- Bank Balances as at 30th April 2020 - **£36,657.75**

(l) Proposal to approve the receipts and payments listed below - Cllr Hickman.

Receipts:

10/02/20	Interest	£1.24
21/02/20	WMP PCC (MYSI SIGN)	£1,430.45
28/02/20	WCC (LM JAN 20)	£156.00
03/03/20	WCC Cllr Adrian Hardman	£1,000.00
09/03/20	Interest	£0.96
13/03/20	Ashton Under Hill PC (Half SLCC)	£68.00
27/03/20	WCC (LM FEB)	£156.00
09/04/20	Interest	£1.02
20/04/20	West Mercia PCC (Village Gates)	£1,629.25
22/04/20	HMRC VAT Refund	£3,225.26
30/04/20	WDC Precept	£7,985.00

Payments:

A Robinson	03/02/20	SO	Clerk Salary	£ 399.76
SWARCO Traffic Limited	06/02/20	817	MYSI Sign	£ 4,633.09
Glasdon UK Ltd	06/02/20	819	Village Gates	£ 3,550.20
P&H Services Ltd	06/02/20	820	Xmas Lights	£ 696.00
Charles Russell Speechless LL	06/02/20	821	Legal Fees	£ 910.80
B Arrowsmith	06/02/20	822	Lengthsman (Jan)	£ 156.00
Elmley Castle Scouts	27/02/20	823	Dist. of Halloween Funds	£ 173.97
A Robinson	02/03/20	SO	Clerk Salary	£ 377.14
A Robinson	05/03/20	824	Clerk Expenses	£ 8.40
CALC	05/03/20	825	Training Clerk	£ 20.00
B Arrowsmith	05/03/20	826	Lengthsman (Feb)	£ 156.00
B Arrowsmith	05/03/20	827	Lengthsman (Village Gates)	£ 350.00
Wychavon DC	05/03/20	828	Election Costs	£ 1,562.33
Village Hall	05/03/20	829	Hall Hire	£ 13.00
Playsafe ROSPA	27/03/20	FPO	Annual safety check	£ 90.60
A Robinson	30/03/20	FPO	Home Office	£ 15.00
L Sharp	30/03/20	FPO	Xmas Lights and Tree	£ 175.00
Bluemoon	30/03/20	FPO	4th Edition Newsletter	£ 291.85
CALC	30/03/20	FPO	CALC/NALC Annual fee	£ 533.64
B Arrowsmith	30/03/20	FPO	Lengthsman (Mar)	£ 144.00
Village Hall	30/03/20	FPO	Hall Hire	£ 13.00
A Robinson	01/04/20	SO	Clark Salary	£ 377.14
A Robinson	01/04/20	SO	Clerk Home Office	£ 15.00
HMRC	08/04/20	FPO	PAYE	£ 288.60
A Robinson	21/04/20	FPO	Volunteer PPE Medisave	£ 212.16
Smartcut	21/04/20	FPO	Grass cutting	£ 72.00

9. DECISIONS MADE BETWEEN MEETINGS (APPROVED DELEGATION SCHEME):

- (I) It was formally approved by the Clerk in consultation with the Chair to approve the publication of the Winter Edition of the Village News.
- (II) It was approved by the Clerk in consultation with the Chair to apply for a Grant offered by West Mercia Police & Crime Commissioner for the purchase of Personal Protective Equipment for use by volunteers in our community helping those affected by Covid-19. £212.16 was applied for and granted. PPE equipment purchased and is now being used by the volunteers.

10. PLANNING:

- (I) 20/00470/HP Woodmans Cottage, Hill Lane. Application for a conversion of garage to annexe. **No objections submitted 15/3/20.**
- (II) 20/00355/HP 11 Millend. Application for first floor side extension. **Decision pending.**
- (III) 20/00825/HP associated reference 20/00826/LB The Cloisters, Main Street. Application to construct covered and enclosed link from house to annexe. **Decision pending.**

11. PAYROLL:

- (I) Proposal to use PATA as an external payroll agent at a cost to the Parish Council of £7.75/month (+£20.00 set up fee) to deal with all Tax / Payroll matters. Cllr Hickman.

12. PURCHASE OF LAPTOP COMPUTER:

- (I) Proposal to spend up to £400.00 from PC reserves to purchase a Laptop computer for use by the Clerk for Parish Council business. This will be shared with the Clerks other Parish Council (Ashton Under Hill) and therefore sharing the purchase price equally. Cllr Hickman.

13. PARISH COUNCIL INSURANCE:

- (I) Proposal to renew the PC Insurance with Came & Company for £391.74. Last years renewal £341.52. Alternative quote from Zurich Municipal received at £416.38 (both proposals circulated to Councillors in advance of the meeting). Cllr Hickman.

14. VILLAGE GATES:

- (I) Proposal to approve funding of **£1161.56** (incl. £350.00 fitting) from budget for Bricklehampton Village Gates on the basis that PCC match funding is successful (Excl. VAT / Incl. £1,000 from WCC Grant). Cllr Strong.
- (II) Proposal to approve funding of **£2323.12** (incl. £350.00 fitting) if match funding from the PCC is unsuccessful (Excl. VAT / Incl. £1,000 from WCC Grant). Cllr Strong.

15. COMMUNITY TRIGGER RESPONSE: (DISCLOSABLE INTEREST CLLR MAUDE TO LEAVE THE ROOM)

- (I) Proposal to make a complaint to the Ombudsman about the handling of the Community Trigger Process in respect of the Riddings. Cllr Hickman.

16. BRICKLEHAMPTON ROAD MARKINGS:

- (I) Proposal to use £450 from reserves for 30mph road markings (3 pairs) upon confirmation of PCC match funding for £450 (applications delayed). Cllr Parker

17. MOVEABLE SPEED TRAFFIC SIGN:

- (I) Unfortunately WCC have severely reduced the duties of the Lengthsman due to Covid-19. For this reason the sign cannot be maintained with regular battery changes and changes in locations. The sign has been removed from operation during the current lockdown. Cllr Parker.

18. COMMUNITY SUNFLOWERS (GROW HAPPY):

- Cllr Martin has purchased 200 sunflower seeds for distribution to Children in the Parish for a competition to grow the tallest. This is linked in with the 'Grow Happy' initiative.
- (I) Proposal to spend approx £75.00 from PC Reserves (exact amount to be decided during the meeting) to purchase 3 prizes to give to the growers of the 3 tallest sunflowers - to be judged at the end of August. Cllr Martin.

19. WINTERFELL: (DISCLOSABLE INTEREST CLLR GEORGE TO LEAVE THE ROOM)

- (I) Proposal to contact the owner of the land at Winterfell in Bricklehampton to investigate the possibility of purchasing the land for community use as a Forest School or similar project. Cllr Maude.

20. WASTE BINS:

- (1) Proposal to seek approval from Wychavon District Council for the siting of two additional dog waste bins. One in Netherton and one at the end of Hill Lane and an additional waste bin for Netherton. Cllr Hickman.

21. DATE OF NEXT MEETING

- Thursday 2nd July 2020.

MEMBERS OF THE PUBLIC / PRESS ARE WELCOME TO ATTEND

FOLLOW LINK TO VIDEO CONFERENCE MEETING AT TOP OF THE AGENDA