

ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL MINUTES

*From the meeting of Elmley Castle, Bricklehampton & Netherton Parish Council.
Held remotely on **Thursday 12th November 2020** 19:00 hours.
Meeting was audio recorded and conducted on video conference platform Zoom.
It was fully accessible to the Public and Press.*

PRESENT: Cllr James Hickman (Chairman), Cllr Jerry Strong (Vice Chair), Cllr Jane Martin, Cllr Dave Thompson, Cllr Malcolm Meikle, Cllr Jim Douglas, Cllr Adrian Parker, Cllr Andy George, Cllr Mike Taite, Cllr James Maude, Cllr Chris Ballard, County Cllr Adrian Hardman, District Cllr Tony Rowley, Andy Robinson (Clerk). 1 member of the public.

1. **APOLOGIES FOR ABSENCE:** None.

2. **OPEN FORUM:** Nothing raised.

3. **DECLARATION OF INTEREST REMINDERS.**

4. **DISPENSATIONS:**

- Cllr Strong 1 year from 5 March 2020 Queens Public House (discussion but no voting rights).
- Cllr Parker 1 year from 1st June 2020 Queens Public House (discussion but no voting rights).

5. **CLERK UPDATES:**

- (I) There have been no relevant Crime Reports for the Parish during the period 29/09/20-02/11/20 inclusive.
- (II) The Lengthsman will continue to work through the lockdown. He will work to the Covid-19 risk assessment.
- (III) Cllrs noted the current asset register that was circulated to all prior to the meeting.
- (IV) Results of the recent Community Surveys as follows:
 - (A) 'Repurposing of the Bricklehampton Telephone Kiosk' Survey. **38 votes:**
 - Do not repurpose (leave as it is): 9 votes / 24%
 - Relocation of the Bricklehampton Defibrillator: 11 votes / 29%
 - **Use a Community Library: 18 votes 47%.**
 - (B) 'Type of Replacement Trees for the Playing Field' Survey. **100 votes:**
 - Beech: 8 votes / 8%
 - Lime: 17 votes / 17%
 - Oak: 30 votes / 30%
 - **Disease Resistant Elm: 45 votes / 45%.**

6. **APPROVAL OF MINUTES:**

- (I) Cllr Hickman proposed to approve the minutes of the Parish Council meeting of 3rd September 2020, seconded by Cllr Thompson, all voted in favour. They will be duly signed by the Chairman.

7. **COUNTY COUNCILLOR REPORT:**

- Cllr Hardman provided a written report (a copy is available on request from the Clerk).
- Cllr Hardman updated the Council on matters relating to Coronavirus testing and planning towards the roll out of vaccinations.
- It was reported that a brown tourism sign for the Queens Public House to be displayed at the junction with Netherton Lane and High Street appears not to be possible as it was too close to the venue.
- Cllr Hardman was thanked by Cllr Taite for funding towards the hearing loop for the Village Hall.

8. **DISTRICT COUNCILLOR REPORT:**

- Cllr Rowley reported that there were no planning issues relating to the Elmley Castle Ward at the most recent Planning Committee meeting.
- Cllr Rowley provided an update on the failure of WDC to notify the Council of recent planning applications.
- Cllr Rowley explained the Minerals Local Plan examination in public is currently taking place.

9. **FINANCES TO 31st OCTOBER 2020:**

- (I) Cllr Hickman proposed to approve the below Receipts and Payments, Cllr Parker seconded and all voted in favour.

Bank Balances as at 31st October 2020 - **£31,097.86**

Page 10 (20-21)

Receipts:

09/09/20	Interest	£0.17
21/09/20	NHB Payment	£12,992.00
28/09/20	WDC Precept 2 nd Payment 2019-2020	£7,984.00
02/10/20	Ashton Under Hill Parish Council (50% ILCA fees)	£49.50
09/10/20	Interest	£0.12
09/10/20	WCC Lengthsman Scheme Jun	£156.00
20/10/20	WCC Lengthsman Scheme Jul	£84.00

Payments:

01/09/20	A Robinson	SO	Clerk Salary	£425.86
01/09/20	A Robinson	SO	Clerk Home Office	£15.00
03/09/20	Blue Moon Creative	FPO	Web Hosting / Domain Renew	£38.99
03/09/20	Brian Arrowsmith	FPO	Installation Bricklehampton Gates	£230.00
03/09/20	J Martin	FPO	Book tokens Sunflower Comp	£32.00
03/09/20	Blue Moon Creative	FPO	Parish News Summer 20	£404.92
03/09/20	Glasdon	FPO	Village Gates Bricklehampton	£3,567.74
03/09/20	PATA Payroll	FPO	Payroll (Jul/Aug/Sep)	£23.25
15/09/20	J A Perry	FPO	Painting Bricklehampton Phone Box	£500.00
15/09/20	K W Bolton Tree Care	FPO	Playing Field Treeworks	£1,080.00
15/09/20	Smartcut	FPO	Grass Cutting (Aug)	£72.00
18/09/20	Leaves of Green	FPO	Playground Upgrade (50%)	£7,200.00
01/10/20	A Robinson	SO	Clerk Salary	£526.40
01/10/20	A Robinson	SO	Clerk Home Office	£15.00
01/10/20	SLCC	FPO	ILCA Course fee	£118.80
05/10/20	HMRC	FPO	PAYE 06/07/20-05/10/20	£269.20
05/10/20	Stump Removal Services	FPO	Stump grinding (playing fields)	£480.00
16/10/20	ICO Renewal	DD	ICO Annual Renewal	£35.00
27/10/20	B Arrowsmith	FPO	Lengthsman Sep	£150.00
27/10/20	J Strong	FPO	Wildflower planting	£252.93
27/10/20	PKF Littlejohn	FPO	External Audit 19-20	£240.00
27/10/20	Smartcut	FPO	Grass cutting (Sep)	£216.00

10. DECISIONS MADE BETWEEN MEETING (APPROVED DELEGATION SCHEME):

- (I) All planning decisions listed below.
- (II) Response to: Planning for the future white paper on planning reform. Copy of response posted to the Parish Website.

11. EXTERNAL AUDIT 2019-2020:

- (I) Cllrs noted the conclusion of the External Audit and the comments from the External Auditor. All documents from the Auditors have been circulated to Cllrs prior to the meeting and have been posted on the Parish website for information.
- (II) The Clerk gave an explanation and relevance of the Conclusion of Audit Notice. Cllr Hickman then proposed to always display the Conclusion of Audit Notice for at least 31 days on the Parish website, Cllr Martin seconded and all voted in favour.

12. PLANNING:

- (I) Cllrs noted the LPA failed to notify the Council of 4 planning applications due to an admin error at WDC – these applications have now been approved by the LPA without comments from this Parish Council.
- (II) 20/01851/HP Brompton, 3 Besscaps, Elmley Castle. Erection of single storey front & rear extension, two storey side extension and alterations (variation of cond. 2 ref 19/02730/HP). **No objections submitted 1/10/20.**
- (III) 20/01987/CU Kersoe House, Kersoe. Proposed ménage. **No objections submitted 19/10/20.**
- (IV) Stewards House, Hill Lane. Erection of rear extension to garage to create additional secure storage at ground floor and extended ancillary accommodation over. Construction of potting shed. **No objections submitted 5/11/20.**

13. CHRISTMAS LIGHTS:

- (I) Cllr Martin explained that due to the Covid-19 restrictions the planned Christmas market has had to be cancelled. She does hope that on the 4th December Santa will be able to turn on the Christmas lights. Cllr Martin proposed to spend up to £400.00 on a Christmas Tree to be placed outside the Village Hall, this expenditure is to include lights and installation. Cllr Taite seconded the motion and all voted in favour. Cllr Taite explained that he would investigate the feasibility of installing Christmas lights in the

permanent trees outside the Village Hall for future years but there may be some logistical issues.

14. NEIGHBOURHOOD WATCH:

- (I) Cllr Hickman explained that due to personal circumstances Lorraine Parker is unable to continue with her role as the Neighbourhood Watch Co-ordinator and proposed that the Parish Council take over the role with the possibility of recruiting an interested party from outside of the Parish Council. Cllr Taite seconded and all voted in favour.
- The Parish Council would like to formally thank Lorraine for all her hard work over the past couple of years in setting up the NHW Scheme and for making it into such a success.

15. BREDON HILL CONSERVATION GROUP, ASHCHURCH RAILWAY BRIDGE:

- (I) Cllr Maude explained the Ashchurch Railway Bridge Application to the Council and proposed the Council formally support BHCG in its opposition against the planned bridge. Cllr Martin seconded the motion and all voted in favour. For information Tewkesbury Borough Council planning application 20/00896/FUL refers.

16. CHARLES ARNOLD BAKER:

- (I) Cllr Hickman proposed to purchase the soon to be published 'Local Council Admin' Charles Arnold Baker reference book from the SLCC at a cost of £119.00 + £4.80 delivery. It was pointed out that this cost would be equally split with the Clerks other Parish Council and become a shared asset. Cllr George seconded and all voted in favour.

17. BRICKLEHAMPTON TELEPHONE KIOSK:

- (II) Cllr Parker proposed to spend up to £200.00 from Council reserves to purchase and install shelving for the new Bricklehampton Telephone Kiosk Community Library, Cllr George seconded the motion and all voted in favour.

18. ELMLEY CASTLE CROSS:

Cllr Parker proposed:

- (I) The Parish Council fund 5% of the total cost to a maximum of £1,000 to contribute towards the straightening and stabilisation of the Elmley Castle village Cross.
- (II) The Parish Council act as the ongoing manager for monitoring and maintenance for the duration of the section 17 (2-3 years), without liability in perpetuity.

These are conditional that:

- a) WCC or Highways act as the Occupier for the purpose of receiving the funding and the paying and managing the authorised contractors and contributing £750.
- b) The cross is straightened ie: no characteristic lean.

Cllr Hickman seconded the proposals and all voted in favour.

19. FIBRE TO THE PREMISES (FTTP):

- (I) Cllr Parker proposed that the Parish Council investigate and coordinate plans to bring super high speed broadband to the Villages, Cllr George seconded and all voted in favour.

20. DOG WASTE BINS:

- (I) Cllr Parker proposed the Council approve a slight increase in costs to the already approved new dog waste bins. Explanations circulated prior to the meeting. One off cost was £1,331.60, now £1,323.32. Annual charge was £185.64, now £229.32 (all excl. VAT). Cllr Meikle seconded and all voted in favour.
- (II) Cllr Parker proposed to approve an expenditure of £90.00 to clear shrubbery and reset two posts that the dog waste bins are attached to. Cllr Strong seconded and all voted in favour.

21. CORRESPONDENCE OF NOTE:

- (I) No correspondence of note.

22. PARISH COUNCIL MEETINGS 2021:

Thursday 7 th January	Thursday 1 st July
Thursday 4 th March	Thursday 2 nd September
Thursday 6 th May	Thursday 4 th November

21:21 hours meeting concluded.