Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in the Memorial Hall, Salford Priors, on Wednesday 17th. September 2008 at 19.30hrs.

Present: Councillors, K.A.James (Chairman), A.W.Wolfe, J.R.Stedman, R.J.A.Francis, Mrs R.M.Pane, County Councillor F.P.Barnes, and District Councillor B W Slaughter.
Also in attendance – M.J.Philpott, Clerk, and three members of the public.

1. Apologies for absence
None given.

2. Declarations of Office and Disclosure of Interests
2.1 Register of Interests: Members were reminded of the need to keep their register of interests up to date. The Clerk confirmed that new Disclosures of Interests had been made by Cllrs. K James and J Stedman and forwarded to the Monitoring Officer.
2.2 Declaration of Interests: Members were reminded that they were required to declare and disclose any personal or prejudicial interests in items on the agenda. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.
Cllr. J R Stedman declared a prejudicial interest as a contractor in items 7.1.1 and 11.2.

3. Open Forum
3.1 Have your say: No under 18s were present.
3.2 Public Participation: No members of the public raised any issues.
3.3 Ward Members' Reports Cllr. Barnes reported that the new bus service was proving satisfactory. He said that there was a meeting regarding the B4008 speed limit proposal on the following day and members of the public were invited to attend and comment. Cllr. James said he would be attending. Work on the speed limit on the C216 and also on the drainage scheme for Evesham Road were due to commence on the following week.
Cllr. James reported on the new planning process at the District Council and the strict 21 day limit on consultation responses. This would necessitate a new procedure for the Parish Council. He also reported on the new community forums and said the Bidford forum was well attended.

4. Minutes
The Minutes of the Ordinary Meeting held on Wednesday 27th. August 2008 at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

5. Matters arising from the Minutes
5.1 Matters for consideration by Council
No matters were raised.
5.2 Clerk's report on actions from previous meeting for consideration by Council
5.2.1 Progress on drainage works
Councillors were informed that a new 225mm. pipe was to be laid along Evesham Road and existing and new road gullies would be connected. The works would start at the end of the month.
5.2.2 Lighting in Playing Field
The Clerk reported that official notification had been received from CEMEX of a grant of £8650 to install solar powered lighting to the playing field. However, there were problems because the award stipulated registration with Entrust and parish councils were not eligible. There were two solutions; registering with CEMEX as a partner or re-applying using TOPS but the constitution might need to be amended. The former was favoured and the Clerk had written to CEMEX to request this option. It was agreed that the choice of lights would be the subject of a separate meeting during the month.

5.2.3 Fencing at Playing Field car park
The Clerk reported that he had been informed that WCC expected to make a decision on the grant application on 19.09.08.
5.2.4 Post office complaints.
It was noted that John Chapman had still not replied to the Council's questions. It was agreed that the Clerk should write again to the CEO's office at Royal Mail.
5.2.5 Hedges on Ridsdale Close
The Clerk was instructed to refer the matter of the overhanging hedges to WCC as residents had not complied with the Council's request.
5.2.6 "A" Board for Parish Office
The Clerk reported that the order for the 'A' Board had been placed and delivery was expected imminently.
5.2.7 Speed limits for C216 and B4008
Cllr. James reported that speeding motor cyclists had been targeted in a police operation on the B4008 and C216.
5.2.8 Report on Housing Needs
The Chairman reported that the housing working group with Charles Barlow had yet to meet but a date would be arranged shortly.
5.2.9 Councillors' indemnity insurance
The Clerk reported that he had written to Allianz in respect of indemnity insurance for councillors and a reply was awaited.

6. Main Items
6.1 New Quality Status Scheme
The Clerk's report was tabled and it showed that most of the requirements were met. Discussion indicated that other items could be included and it was agreed to hold a separate meeting to prepare the portfolio. The Clerk's report showed that the submission had to be with WALC by the end of November.

6.2 Membership of Parish Council
The Chairman referred to the details of 4 candidates circulated earlier to all Councillors that day. The Clerk passed ballot papers to all councillors and a secret ballot was held. On receipt of the ballot papers the Clerk announced that Marianne Myers was the successful candidate.

6.3 Parish Councillors' Surgery
Councillors agreed to adopt the dates and times proposed by the Clerk and selected the flier to be posted on all the noticeboards. The first surgery would be held on Saturday 25th. October from 10.00am to 12 noon.

7. Consideration of Reports
7.1 Amenity, Environment and Highways
7.1.1 Contracts, maintenance and repairs, allotments, lighting, highways, and TOPS.
7.1.1.1 Mowing
The Clerk reported that mowing had been carried out in accordance with specification and the whole of the A46 road island had now been mowed.
7.1.1.2 Play Equipment
Cllr. Francis requested that he attend the independent inspection to be held in October or November.

7.1.1.2 Allotments

Cllr. Stedman left the room.

The Clerk indicated that an order had been placed with Limebridge Rural Services to pull ragwort from Plot 2. The tenant of Plot 5 had been requested to pull ragwort from his plot. The Chairman said he would arrange a date for a meeting at the allotments. The Clerk confirmed that the licence for allotment holders allowed them to erect sheds subject to approval from the Council. He had given permission for sheds no greater than 6ft. by 4ft. in size and of tidy appearance as reported previously. It was agreed that the issue of planning permission would be pursued at a later meeting.

Cllr. Stedman returned to the room.

7.1.1.3 Lighting

The Clerk reported that trees obscuring lights at Dunnington had been pruned. The Chairman drew attention to lights that had failed in School Avenue and Priors Grange.

7.1.1.4 Signs

The Clerk was instructed to obtain a quotation from Nuneaton Signs for a finger post at the end of School Avenue indicating the Playing Field, TOPS, Scout Hut and Memorial Hall. The Chairman assured the meeting that permission from WCC was not required.

7.1.1.5 TOPS, ramp and heater

The Clerk reported that construction of the ramp would commence the following day. Arrangements had been made with TOPS to move youth activities for a short period. The Chairman reported that two quotes had been obtained from Bespoke Electrical to fit a new water heater. Council instructed the Clerk to place an order for the RedRing CT25 model at a price of £635 plus VAT with fitting at £100 plus VAT.

7.1.1.6 TOPS, roof repairs

The Clerk reported that quotes had been obtained from Arden and Jessops for repairs to the leaking roof. He also reported that the skylight had been targeted by vandals and the wired glass broken by bricks. Council considered the quotations received and decided that the Jessops quote was the best value on a unit area basis. Cllr. Stedman proposed, Cllr. James seconded, and it was agreed that immediate repairs as proposed by Jessops should be ordered by the Clerk at a price of £585 plus VAT for the roof repair and of £240 plus VAT for the skylight. It was further agreed that the Clerk should make insurance claims for both the repairs on the basis of them being caused by vandalism. It was also agreed that an order should be placed with A Hathaway to construct a mesh cage to protect the skylight from repeat damage.

7.1.2 Play equipment inspections

The Clerk reported that the inspections had been carried out and no serious defects identified.

7.2 Communications

7.2.1 Progress on Awards for All project

The Clerk reported that UK192 had completed design of the website and it was now live and the old site removed. Cllr. Wolfe said that he had some minor suggestions regarding the design and it was agreed that he and the Clerk should meet with UK192 on 22.09.08 and this would finalise the design. Payment of the outstanding monies would then be due.

The Clerk reported that the person uploading information to the site at UK192 was leaving the company but could upload information on a freelance basis. Councillors were concerned that this might be contrary to the contract with UK192 and it was agreed that the Clerk and Cllr. Wolfe should resolve this at their meeting and report back.

All councillors were urged to complete their profiles for the site.

7.3 Rights of Way

7.3.1 Report from P3 Co-ordinator.

In the absence of Cllr. Penn the Clerk reported that no issues had been raised regarding the footpaths. Ian Merivale was continuing to work with Don Penn to improve the paths. The Clerk was asked to check that appropriate risk assessments and method statements were in existence for Mr Penn's strimmer work.

7.4 Planning

7.4.1 Planning general

7.4.1.1 Report on procedures; Cllr. K A James

It was agreed that future planning applications would have to be dealt with on e-mail basis due to the new consultation requirements. Cllr. Stedman agreed to supply a draft procedure for the next meeting.

7.4.1.2 WCC; Minerals Local Development Framework

The Chairman stated that CEMEX were submitting proposals including north of Broom Road and East of the A46 at Broom. Councillors noted the document for information.

7.4.1.3 Worcestershire CC, Minerals and Waste Local Development Scheme 2008

Councillors noted the document and attached programme.

7.4.2 New Applications for Council's consideration 08/02291/TREE – Proposed pruning at The Gables, Station Road, Salford Priors, for Mr John Barlow.

Council made no representations in respect of trees identified as T1, T2, and T3. In respect of T4, a Cypressus Tree, Council considered that a reduction in height of one third would have a detrimental effect on the street scene and recommended that a comprehensive reshaping should be carried out if the reduction in height was sustained.

7.4.3 Decisions

None to report

8. Matters raised by Councillors

8.1 Cllr. J R Stedman; Internal Auditor

Cllr. Stedman proposed, and it was agreed, that there was no need for a half year audit in view of the Clerk's new accounting systems now in place. The Clerk was asked to obtain a formal quotation from Mrs Walker for her internal auditor work.

8.2 Cllr. A W Wolfe; TOPS issues.

Cllr. Wolfe asked that the landlord's inspection should be carried out shortly.

9. Consideration of Correspondence Received

9.1 Alcester Town Council – Community Forum Workshop

Council considered the proposal from Alcester Town Council that groupings of parishes should be adopted to raise matters at the community forums. Cllr. Wolfe proposed that Salford Priors were well able to present their own issues and this was agreed.

9.2 LCR – Volume 60, No.3, September 2008.

Council noted the information provided.

9.3 WCC – Outlook, professional & Members Newsletter, Issue No. 1, July 2008.

Council noted the information provided.

9.4 WALC – Newsletter, August 2008.

Council noted the information provided. Council agreed that the Chairman and Vice-Chairman should attend the AGM.

9.5 SDC, Consultation on car parking charges.

Council considered the proposals by SDC to levy charges at all car parks and particularly at Bidford. Council proposed that 2 hours free parking should be provided at Saxon Fields and that Courtway should remain free of charge.

9.6 E.ON, Acquisition of public lighting division of ABB Ltd.

Council noted the acquisition of ABB Ltd. by E.ON and proposed that a tender should be prepared in due course to consider alternatives suppliers. Council noted that PD Long, mentioned at previous meetings, provided a service to various other parish councils.

10. To Table

10.1 WRCC – Country Matters, Issue 40, Summer 2008.
10.2 Clerk & Councils Direct, Issue 59, September 2008.

11. Finance

11.1 Approval of the payments and transfers listed in Appendix A

Cllr. Stedman left the room.
Council considered the income, expenditure, and transfers detailed in Appendix A and approved the payments as shown.
Cllr. Stedman returned to the room.

12. Date of Next Meeting

Ordinary Meeting of Parish Council on Wednesday 15th. October at 7.30pm at The Memorial Hall, Salford Priors.

13. Closure of meeting

The meeting closed at 9.32pm.

Signed..... Date.....

APPENDIX A

11 Finance

11.1 Income transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
6376		122.48	0.00	122.48	Bank interest No. 1 a/c
6377		5.09	0.00	5.09	Bank interest No. 2 a/c
6378		0.69	0.00	0.69	Bank interest No. 3 a/c
Totals		**£128.26**	**£0.00**	**£128.26**	

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11.2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8297	dd	18.99	2.83	16.16	Plusnet broadband connection
8298	102025	108.97	16.23	92.74	Alcester Glass Centre, TOPS repair
8299	102026	30.00	0.00	30.00	A R Hathaway, Remove old tank
8300	102027	50.00	0.00	50.00	Mrs McIlwaine, allotment deposit
8301	102028	589.62	0.00	589.62	M J Philpott, Clerk's salary September
8302	102029	82.25	12.25	70.00	Limebridge Rural Services, Allotments
8303	102030	1443.80	215.03	1228.77	GBD(Evesham)
8304	102031	51.84	0.00	51.84	HM Revenue and Customs, NIC
8305	102032	187.50	0.00	187.50	GTL (Services) Ltd. Repairs to play equipment
8306	102033	94.96	0.00	94.96	GTL (Services) Ltd. Repairs to Scout Hut fence.
8307	102034	288.13	42.91	245.22	EON, Lighting maintenance
8308	102035	62.06	8.57	53.49	BT Payment Services Ltd., office phone
8309	102036	40.00	0.00	40.00	MJ Hyde, Deliver Newsletter
8310	102037	50.00	0.00	50.00	MJ Hyde, Mowing TOPS grass
Total		**£3098.12**	**£297.82**	**£2800.30**	

Authorisation for payment was proposed by Cllr. James, seconded by Cllr. Wolfe, and carried. Cheques were signed by Cllr. Wolfe and Cllr. Mrs Pane.

11.3 Transfers for approval

To transfer £4000.00 from No.1 account to Community account. Authorisation for transfer of funds was proposed by Cllr. Francis, seconded by Cllr. Wolfe, and carried.

11.4 Account Balances at 10.09.08

Community a/c	**£1182.05**
No.1 a/c	**£14890.15**
No.2 a/c	**£8466.25**
No.3 a/c	**£138.07**