

Little Witley Parish Council

Minutes of the meeting held on Monday 9th November at 8:00 pm

In the Chair: Cllr Hilgrove Kenrick

Present: Cllr Pam Cumming, Cllr Phillip Owen, Cllr Des Buggins, Cllr Bob Jose and District Cllr Paul Cumming.

Apologies: Cllr Ken Pollock

Minutes: Cllr Bob Jose

In Attendance: Two members of the public were in attendance.

1. **Apologies** – Ken Pollock sent his apologies.
2. **Declaration of Interest** – Cllr Cumming declared an interest in planning matters as she is also District Councillor.
3. **Minutes of previous meetings.**
 - 3.1. Minutes of the meeting 14th September were reviewed and accepted. The Chairman signed the minutes.
4. **Matters Arising**
 - 4.1. Casual vacancies – No further interest has been expressed by any members of the public regarding Council positions.
 - 4.2. Standing orders were discussed and reviewed. Cllr Henrick thanked Cllr Cumming for the time spent on reviewing the orders and suggestions amendments. It was agreed that Cllr Jose would update the orders and distribute to the council prior to the next meeting where they will be accepted.
5. **Planning matters**
 - 5.1. Existing planning applications – none
 - 5.2. New applications – one application received Ref 15/01464/HOU for a conservatory at Rose Cottage. It was recommended that the council approve this application. Cllr Own moved to accept which Cllr Buggins seconded. The motion passed unanimously.
6. **Local Issues**
 - 6.1. Broadband – Cllr Kenrick updated the council on his meeting with Airband meeting on 30th September and which was published in the Parish Magazine. Current issues being reported are more localised for individual properties and there seems to be more consistent service. Cllr Kenrick observed that the company has doubled in size with a large contract in the West Country and this has meant a steep learning curve for the new engineers. Cllr Kenrick will continue to apply pressure to ensure that the quality of service improves.
 - 6.2. Transport and Highways – Reference to the work on Church Lane was made and no further complaints have been received since the work was carried out.
 - 6.3. Footpaths and Rights of Way – Nothing to report.

6.4. Environmental matters – Nothing to report

7. Correspondence

- 7.1. Zurich Insurance renewal notice received and the premium this year was £5.00 more than last year. This invoiced will be paid.
- 7.2. The updated contract with the Lengthsman was sent out and we are waiting 2 signed copies to be returned.
- 7.3. A letter has been received by Norah Parson Day Centre requesting further donations as a major source of income has been withdrawn. It was proposed that the council request a copy of their latest signed accounts. The council will look then consider the annual donation made to the Day Centre.

8. Police and Neighbourhood Watch matters – nothing was reported.

9. County Council matters – a report was received by County Councillor Ken Pollock which was read out by the Chairman and a copy is retained on file.

10. District Council matters

District Cllr Paul Cumming reported that the District Council's Medium Term Financial Plan indicated that further estimated £1.9m of savings per annum were needed over the next five years. As part of this there are discussions on sharing further services with other District Councils and further partnerships with the private sector. It was also reported that more effort was being made to provide playing pitches in rural areas.

11. Finance

- 11.1. Accounts for payment – the following were approved for payment:
 - 11.1.1. Lengthsman payment for October £126.00
 - 11.1.2. Additional work from Lengthsman of £24.01
- 11.2. Change of Bank Signatories mandates - Signatories on the Lloyds Bank Account has now been resolved and Cllr Kenrick and Cllr Cumming are signatories. Mr Peter Hill has received notification from Lloyds on the change of signatories but no notification has been received by the council.
- 11.3. Reclaiming vat costs from County Council –Cllr Kenrick continues to progress and HRMC are investigating.
- 11.4. Bank Reconciliation – will be provided as part of the Parish Council report.
- 11.5. The procedure for reclaiming the Lengthsman costs from County Council was raised and further investigation is required – no update on this issue

12. Meetings attended

- 12.1. No meetings were attended

13. Clerk Position Update

Cllr Kenrick reported receiving an applicant for this position. Cllr Cumming moved to arrange an interview with the candidate which was seconded by Cllr Owen and approved unanimously.

14. Special Responsibilities

- 14.1. Village Hall – Cllr Owen gave a report on Village Hall activities and reported the success of the Last Friday of the Month events and the Halloween party. A Christmas party for the village is planned for 19th December with a live band and subsidised tickets for children. It would be good to see all of the parish councillors there. In addition the new cleaner has been hired to replace Lin and Cath is doing an excellent job in keeping the hall tidy. Work will be required to refresh the hall in the new year.
- 14.2. Archive of files. Cllr Jose contacted the Worcester Archivist and received information on what they would accept. They expressed great interest to taking our historic files. Subsequently, Cllr Kenrick has spoken to them and they have suggested taking samples of the files to them to look through and they will advise.

With no further business the meeting was closed at 9:30pm.

H Kenrick (in the Chair) 09/11/2015

Dates of next meetings:

Monday 11th January

Monday 14th March

Monday 9th May AGM and Annual Parish meeting

Appendix 1: Notes of the Public Question time held before the meeting of Little Witley Parish Council

Arnold Creaton and Peter Hill attended the meeting.