

# ANNUAL MEETING OF ABBERLEY PARISH COUNCIL

Draft Minutes of the Annual Meeting held on Tuesday 17<sup>th</sup> May 2016 in the Village Hall at 8.30pm.

**Present:** Cllrs: Mr T Nott (Chairman), Mr R Goodman, Mr A Juckes, Mr J Lakeman, Mrs C Knight, Ms K Andrew, Mrs N Kedwards and Mr G Crompton.

**In Attendance:** Mrs A Watson (Clerk) and 2 members of the public.

1. The 2015-2016 Chairman, Cllr. T Nott welcomed everyone to the meeting.

**2. Apologies:** There were no apologies.

### **3. Elections:**

**3.1 Chairman** – Cllr. T Nott was proposed by Cllr. N Kedwards which was seconded by Cllr. J Lakeman. Cllr. Nott accepted, thanked his fellow Councillors and signed the Declaration of Office.

Cllr. R Goodman, on behalf of all the Council, thanked Cllr. Nott for his Chairmanship in a difficult year and for his exceptional diplomacy.

**3.2 Vice-Chairman** – Cllr. C Knight was proposed by the Chairman and seconded by Cllr. Goodman. Cllr. Knight accepted and the proposal was carried unanimously.

4. The Chairman opened the Annual Meeting of the Parish Council.

**5. Declarations of Interest:** None.

**6. Minutes:** The minutes of the meeting held on the on 12<sup>th</sup> April 2016 were approved and signed by the Chairman.

**7. Suspension of the meeting for Public Question Time:** Mrs L Tassell enquired if, at this point, there was an opportunity to talk to Bloor Homes about what they propose to do now they have outline planning permission. It was agreed that nothing should be done immediately other than work on the Neighbourhood Plan which Mrs Tassell was invited to assist with.

### **8. The following delegations and appointment of members were agreed:**

**8.1 Cheque signatories:** Cllrs. T Nott, R Goodman and C Knight. The banking arrangements will be amended when a new Clerk is appointed.

**8.2 Planning Committee – Delegated Procedure:** Cllrs. T. Nott, R. Goodman, N. Kedwards and K. Andrew.

#### **8.3 Reporting to future meetings in respect of:**

8.3.1 Village Hall: Cllr. R Goodman

8.3.2 Village Green Trust: Cllr. T Nott

8.3.3 Abberley Parochial Church Council: Cllr. T Nott

8.3.4 Welfare: Cllrs. C Knight

8.3.5 Neighbourhood Watch: Cllr. N Kedwards

8.3.6 Hester Severne Trust: Cllr. R Goodman and Parishioner Mr N Crabbe.

8.3.7 Neighbourhood Plan Steering Group: Cllrs. K. Andrew (Chair), C. Knight, N. Kedwards and G. Crompton.

### **9. Planning:**

**9.1 Appeal Allowed for APP/J1860/W/16/3144810 Applicant: Bloor Homes Planning Application 14/01122/OUT for 25 dwellings on land adjacent Apostles Oak.**

Councillors briefly discussed the appeal and the Clerk read out an email from Mrs S Day regarding what Bloor Homes may do next. It was agreed that the Chairman will speak to District Councillor Cumming before the next meeting regarding this issue.

**9.2 Appeal Allowed for APP/J1860/W/15/3139165 Applicant: Mr & Mrs AE Steward. Proposal: Application for removal or variation of a condition to remove Condition 2 agricultural occupancy at Holy Acre Farm, Suffolk Lane, Abberley, WR6 6BE.**

**9.3 Neighbourhood Plan:** Cllr. Andrew confirmed that arrangements had been made for a public meeting in the Village Hall on the 19/07/16. Cllr. Knight stated that the Neighbourhood Plan Steering Group needed to confirm the terms of reference in relation to the Parish Council and minute each meeting. It was agreed that Cllr. Crompton will look at the parish website facility.

**9.4 MHDC Consultation on Draft Local Enforcement Plan and Training Programme for Councillors 2016/2017.** The Clerk read out the information on the draft local enforcement plan and will inform MHDC which Councillors will attend the planning training sessions up to February 2017.

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## 10. Welfare:

**10.1** Neighbourhood Watch. Cllr. Kedwards is to attend the Annual Neighbourhood Watch meeting with Cllr. Lakeman and reported that the Facebook page was working well. A number of local incidents had produced a quick response and Cllr. Kedwards was now considering going on 'Twitter'.

**10.2** Aon Local Council Insurance Renewal Pack. This was approved.

**10.3** Information on Community Tree Packs from the Woodland Trust. No action required.

**10.4** Invitation to County Council Volunteers Event at the Hive 5-7pm 09/06/16. No action required.

## 11. Highways

**11.1** Items reported by the Clerk, County Council Notice of Bridleway Closure and information on grass cutting. The Clerk also reported on a number of road works and road closures in the area.

**11.2** Lengthsman's Contract 2016/2017 and Contract for Services with Mr C Jones. The paperwork for the 2016/2017 grant of £2131 from Worcestershire County Council has been received and this will be signed by the Clerk who will also renew the contract for services with Mr C Jones.

## 12. Finance

**12.1** The Clerk confirmed that the Employer's Annual Return has been submitted to HMRC.

**12.2** Abberley Parish Council Risk Assessment. This was completed and signed by the Chairman.

**12.3 Receipts:** 29.04.16 MHDC Precept Payment 2016/2017 First Half £4250.00

### **12.4 To confirm the following payments made during May:**

12.4.1 Clerks Salary April-May 2016 £305.00

### **12.5 The following payments were authorised and cheques signed:**

12.5.1 Clerks Expenses April – May 2016 £60.25

12.5.2 Lengthsman Payment April 2016 £168.00

12.5.3 Aon Insurance Annual Renewal 2016/2017 £403.33

12.5.4 Worcestershire CALC affiliation fee £362.41

## 13. Grant Application under Section 137 Local Government Act 1972.

### **The following Grant was approved and a cheque signed:**

Abberley P.C.C. £600.00 for Churchyard Upkeep - assistance with costs 2016-2017.

## 14. Councillors' and Clerk's reports and items for future agenda.

- The Chairman confirmed that, as stated in his report to the Annual Parish Meeting, he had accepted the resignation of Mrs D Gage. The Clerk will inform MHDC and start the process for co-option.
- Vacancy for Parish Clerk – update on response to job advertisement to date. The Clerk provided information on interest shown by prospective candidates and confirmed that the closing date for applications is the 10/06/16. It was agreed that the interview panel will be the Chairman and Cllrs. C. Knight, R. Goodman and K. Andrew. Interviews will take place at Field Farm on a date to be agreed.
- The Clerk will contact Worcestershire CALC regarding new councillor training packages and costs.
- Cllrs. R. Goodman and K. Andrew gave their apologies for the next meeting.

## 15. Date of the next meeting:

It was confirmed that the next meeting will be held on **Tuesday 21<sup>st</sup> June 2016.**

## 16. Meeting closure

The Chairman thanked everyone for their attendance and closed the meeting at 10.05pm.