

Minutes of 2018 Annual Meeting of Abberley Parish Council
Wednesday 16th May, 2018 Abberley Village Hall

Present. Cllr R T Nott (2017-18 Chairman), Cllr C Knight (2017-18 Vice Chairman),
Cllr G Crompton, Cllr R Goodman, Cllr A Jukes, Cllr N Kedwards,

In Attendance. District Councillor Paul Cumming, Mr Kevin Gittins (Abberley Parish Council's
Internal Auditor) the Parish Clerk.

The meeting commenced after the refreshment break that followed the 2018 Annual Meeting of
the Parish of Abberley.

Item

051 The meeting was chaired by the 2017-18 Chairman of the Parish Council, Cllr R T Nott,
pending item 053.

052 Apologies were received in advance from Cllr Eden, Cllr Gibson, Cllr Andrew and from
County Cllr Dr Ken Pollock.

053 Elections

The 2017-18 Chairman Cllr R Trevor Nott stepped down and was thanked by the Clerk
for his work in the previous year. The Clerk then called for candidates for the office of
2018-19 Chairman.

2018-19 Chairman. Cllr R Trevor Nott was nominated and seconded. There being no
other candidates voting took place and it was unanimously resolved that Cllr R T Nott
would serve as the 2018-19 Chairman.

Cllr R Trevor Nott signed the Declaration of Office and Code of Office.

2018-19 Vice Chairman. Cllr Catherine Knight was invited to serve as Vice Chairman and
there being no other candidates it was unanimously resolved that Cllr Knight serve as
Vice Chairman.

054 The 2018 Annual meeting of Abberley Parish Council was opened

055 Declarations of Interest.

Cllr A Jukes had previously declared to the Clerk an interest in Planning Applications
18/00593/CLE and 18/00618/S106 Cherry Ash, Bank Lane, Abberley, Worcester WR6
6BQ and it had been agreed he would leave the meeting if a discussion on these
applications took place.

There were no other declarations of interest made for this meeting.

056 Adjournment.

There being no questions from the Public, the meeting was resumed.

Chairman

Date 18th July, 2018

2018 - Page | 26

Parish Website. <http://www.abberleyparish.org.uk>

Parish Clerk. Parish Office, 40 The Glebe, Great Witley, WR6 6JR

Minutes of 2018 Annual Meeting of Abberley Parish Council
Wednesday 16th May, 2018 Abberley Village Hall

057 The Minutes of the previous meetings were agreed and were signed.

058 Standing Orders.

Following the recommendation of The National Association of Local Councils (NALC) Abberley Parish Council voted unanimously to adopt the new style Standing Orders that incorporated updates reflecting recent changes in regulations such as the General Data Protection Regulations.

059 Meeting Schedule 2018-2019

It was unanimously agreed to adopt the following schedule of meeting dates for the remainder of 2018 and then into 2019.

2018	Wednesday 18 th July	All meetings will commence at 7.30pm Village Hall Abberley (subject to confirmation of availability)
2018	Wednesday 19 th September	
2018	Wednesday 21 st November	

2019	Wednesday 16 th January	Annual Meeting of the Parish of Abberley followed by the Annual Meeting of Abberley Parish Council
2019	Wednesday 20 th March	
2019	Wednesday 15 th May (TBC, pending Parish Council elections scheduled for 2019)	
2019	Wednesday 17 th July	

2019	Wednesday 18 th September
2019	Wednesday 20 th November

060 Appointments to Sub-Committees

a. 2018-19 Planning Sub-Committee

There being no challenges to or resignations from the 2017-18 Planning Sub-Committee it was unanimously agreed that the following Cllrs would remain in post

Kate Andrew, Richard Goodman, Ning Kedwards, Catherine Knight and R Trevor Nott

2018-19 Financial Committee

There being no challenges to or resignations from the 2018-19 Financial Committee it was unanimously agreed that the following Cllrs would remain in post

Tony Eden, Richard Goodman, Catherine Knight and R Trevor Nott

Chairman

Date 18th July, 2018

Minutes of 2018 Annual Meeting of Abberley Parish Council
Wednesday 16th May, 2018 Abberley Village Hall

061 Planning

Having previously declared an interest in 18/00593/CLE and 18/00618/S106 Cherry Ash, Bank Lane, Abberley, Worcester WR6 6BQ. Cllr Jukes offered to leave, however as no discussion would be taking place and the Parish Council's objection was already in the public domain he was invited to stay.

- a. 17/01965/FUL and 17/01966/LB - The Elms Hotel, Stockton Road. Cllr Andrew had represented the Parish Council at the recent Malvern Hills District Council Planning Meeting and had spoken on the Parish Council's behalf.
Current Status - Pending Decision (on the revised plans).
- b. 18/00593/CLE and 18/00618/S106 - Cherry Ash, Bank Lane, Abberley, Worcester WR6 6BQ. The 2017-18 Planning Committee had lodged their objection with the Planning Authority
Current Status – Pending Decision.

062 Finance

- a. Internal Audit
The Internal Auditors report for the financial year 1st April, 2017 to 31st March 2018 was delivered by Mr Kevin Gittins acting as the Parish Council's internal auditor. He confirmed that he was satisfied that the Accounts 2017-18 could be signed off as a true and accurate record of the Parish's financial position.

As the accounts had been delivered back to the Clerk at the meeting, full authority to complete the Annual Governance Statement and all other paper work associated with the Parish Council's Accounts for the financial year 2017-18 were delegated to the 2018-19 Financial Committee. Mr Gittins was invited to work with the 2018-19 Financial Committee at the meeting which the Clerk was instructed to set up.

- b. Financial Regulations.
The National Association of Local Councils (NALC) had produced a model template for Financial Regulations which it recommended that all Parish Council's in England reviewed and used as a basis for updating their own Financial Regulations. Full authority to conduct this review was delegated to the 2018-19 Financial Committee, with a request that once completed the matter returned to the full Parish Council along with the committee's recommendations for debate.

Chairman

Date 18th July, 2018

Minutes of 2018 Annual Meeting of Abberley Parish Council
Wednesday 16th May, 2018 Abberley Village Hall

063 Councillors Items (not covered elsewhere)

- a. Cllr Kedwards gave a brief update on the current situation with Safer Road Partnership (SRP) and WCC (Highways) on the question of vehicle speeds in and around the parish. In brief government funded departments/operations would respond in relation to Funding, Statistics (death/serious accident) and/or Regulations. This situation was not of the Parish Council's choosing and they would continue to join in with other Parish Councils to ensure their voices were heard in the argument for action to change the current situation.

064 Clerks Items (not covered elsewhere)

- a. Wheelie Bin Stickers

The Clerk had managed to attain 150 assorted wheelie bin stickers that displayed a reminder of either a 30mph speed restriction or a request to vehicle drivers to slow down. They were passed on to Cllr Kedwards for distribution to households in areas where they might have the most impact.

- b. Remembrance Day Wreath 2019.

The Parish Council wreath had been delivered to The Clerk and it was passed over to the Chairman for safe keeping pending the Abberley memorial service in November.

- c. SMART Water Forensic Marking Kits.

Despite interest from a number of parishioners the Parish as a whole had fallen far short of the target set by the We Don't Buy Crime initiative from West Mercia Police Service for discounted kits and village signage.

Cllr Kedwards and the Clerk had spoken to Mick Simpson of the WDBC initiative and he had provided a discount code which would enable individuals to purchase the kits at a partially reduced cost.

Cllr Kedwards was in possession of all details and would be assisting individuals who wanted to go ahead with a purchase.

- d. South Worcestershire Rural Communities Programme Door Knock

The Clerk had previously provided Cllrs with the output from the recent door knock which had been carried out in conjunction with the Parish of Great Witley and Hillhampton. District Councillor Paul Cumming confirmed that he had joined the door knock team and found the experience useful. The Clerk holds a copy of the anonymised short form report.

Chairman

Date 18th July, 2018

Minutes of 2018 Annual Meeting of Abberley Parish Council
Wednesday 16th May, 2018 Abberley Village Hall

Most referrals for support services across the two parishes were to the Fire service and then the Housing Association(s) and Telecare. The Fire service represented the highest proportion of information given out to parishioners.

As the report is blended between the two parishes it is difficult to extract Abberley only data, although the report commended that "a few residents in Abberley said they would be interested in a coffee morning."

The Clerk holds a copy of the short form report.

- 065 The next meeting was called for Wednesday 18th July 2019 at 7.30pm
There being no further business to transact the meeting was closed.

Chairman

Date 18th July, 2018