

The Minutes of Abberley Parish Council

Held at Abberley Village Hall Committee Meeting Room at 7.30pm on Wednesday 19 September 2018

PPresent: Cllr R Goodman, Cllr G Crompton, Cllr T Eden, Cllr J Gibson, Cllr K Andrew, Cllr A Jukes,

In Attendance: Clerk, District Cllr P Cumming

- Item
- 080 Election of Chairman
It was reported that Cllr Nott had resigned as Chairman and Cllr Goodman wished to thank Cllr Nott for his service as Chairman to the Parish Council. It was unanimously agreed that the Vice-Chairman, Cllr Knight would be the new Chairman.

In the absence of Cllr Knight, it was agreed that Cllr Goodman would chair this meeting.
- 081 Thanks
Cllr Goodman thanked Janet Gittins for acting as Temporary Clerk and Kevin Gittins as Internal Auditor.
- 082 Apologies
Apologies were received from Councillors C Knight, T Nott, N Kedwards and County Councillor Dr K Pollock.
- 083 Declarations of Interest
No Declarations of Interest were received.
- 084 Minutes
The minutes of meeting held on 18 July 2018 and the Extraordinary meeting on 29 August 2018 were agreed and signed.
- 085 Matters Arising
Appointment of Clerk to the Council. It was agreed that now that Cllr Knight was the new Chairman, following Cllr Nott's resignation as Chairman, that she would replace Cllr Nott on the selection committee.
- 086 Reports (District and Council Councillors)
The Council was asked to read the report from County Councillor Pollock and contact him direct if there was anything they wished to bring to his attention.

District Councillor Cumming reported on the following:
(a) The Universal Credit scheme has now arrived in South Worcestershire
(b) SWDP Provision is now underway. A report will be produced when sites have been identified.
(c) The Village Facility Survey and Boundary Review are now being assessed.
Cllr Goodman thanked DC Cumming for his report.

Cllr Goodman reported that the Village Hall Committee had not met recently.;
- 087 Planning
There were no new planning applications to be considered.
- 088 Highways
(a) Poorly maintained hedging on footpath leading to/from the school. It was reported that this has now been trimmed.
(b) Abberley Village School, cars parking/grass verge issues were discussed.
(c) Overgrown hedge on Churchfields Terrace footpath. Cllr Goodman has spoken to Tim Gaston of G H Banks, the selling agent. He was informed that that Gemini, the joint vendors with Philip Osmond, have been contacted.
(d) Cllr Andrew reported that the Abberley village name sign on the A443 Gt Witley side of the village has become detached from its poles. It was agreed that the Clerk would contact County Cllr Pollock regarding this.
(e) Suffolk Lane Drainage. A lengthy discussion took place regarding the drainage problems at Suffolk Lane. It was agreed that the Clerk should write

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Chairman.....

Date.....

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

Parish Clerk. Parish Office, Charlbury House, Menithwood, Worcester, WR6 6UN email clerk@abberleyparish.org.uk

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to the Highways Department at Worcestershire County Council (with a copy to County Cllr Pollock) asking them to look into this matter. It was noted that the Environment Agency had already been contacted.

089 Finance Kevin Gittins, Internal Auditor, circulated a Finance Report for the 5 month period ending 31 August 2018, which showed a healthy financial position. The total receipts for the 5 month period ending 31 August 2018 amounted to £10,613.69 and the total payments for the same period amounted to £5,497.43.

- (a) Interim Audit. As part of the audit process in preparing the Finance Report he confirmed that he had checked all the receipts, payments, Bank statements and supporting documents, which were all in order. However, he had not prepared the final reconciliation statement, which he would do shortly. He will produce a formal audit report for the next Parish Council meeting.
- (b) External Audit. The Auditor from PKF Littlejohn LLP had reported that the 2017/18 accounts were correct except for an error in accounting for £73, relating to the Parish Grant, which should have been classified as 'Other Receipts' rather than Precept in the Annual Accounts Return.
- (c) Internal Banking. Cllr Eden had contacted five major banks to ascertain if they could provide on-line banking and payment facilities to the Parish Council. It was agreed that the proposal to use on-line banking would be considered at the next meeting on 21 November, when a new Clerk has hopefully been appointed.

Cllr Goodman thanked Kevin Gittins for his report.

090 Correspondence

- (a) Elections May 2019. The Executive Officer's Report from CALC was circulated. This is to be considered by the Parish Council.
- (b) Malvern Hills District Council:
 - (i) SWDP. Cllr Andrew agreed that the Neighbourhood Plan Working Group would respond to this.
 - (ii) Gambling Act 2005. Cllr. Goodman agreed to look at this.
 - (iii) Parish and Town Council Forum – Monday 22 October. Cllr Andrew agreed to attend this Forum.
 - (iv) Enviro Week – Councillors agreed to consider this.
- (c) Worcestershire County Council
 - (i) Autumn Parish Conference – Tuesday 9 October. Cllr Andrew agreed to attend this Conference
 - (d) (i) BBC Radio Hereford & Worcester – New radio show concentrating on community content. Cllr Goodman agreed to discuss this with the Young Farmers.

Councillors Reports and Items for Future Agenda

Cllrs Andrew and Crompton raised concerns about the Clerk's mobile telephone, email system and website. The temporary Clerk reported that these were extremely poor and consideration should be given upgrading them. Cllr Crompton agreed to discuss these problems with IT Consultant and report back to the next meeting.

092 Clerk's Report The temporary Clerk reported that she had received applications for the Clerk's post. A meeting to consider these was arranged for 24 October, and it was agreed that the Committee Room at Abberley Village Hall could be used for this purpose. The

