

CHARLTON PARISH COUNCIL

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Minutes of the Virtual Zoom Meeting of the Parish Council held on Thursday, 14th January 2021, at 7.30 pm.

PRESENT Cllr Roger Davies (Chairman)
Cllr Emily Hall-Roberts
Cllr Helen Hill
Cllr Sally Martin
Cllr Richard Sims

In attendance: County Cllr Elizabeth Eyre (until Minute 4/21)
District Cllr Tony Rowley
Roger Gurney, Clerk to the Parish Council

ADJOURNMENT FOR PUBLIC FORUM

(No member of the public was in attendance.)

1/21 APOLOGIES FOR ABSENCE

These were received from Cllr Mike Wood.

2/21 DECLARATIONS OF INTEREST

None.

3/21 REPORT FROM COUNTY COUNCILLOR ELIZABETH EYRE

County Cllr Eyre's report was circulated to Members earlier in the day. She referred to the schedule of highway matters and explained the up-to-date position. With further work required it was suggested that she arranges a Zoom meeting with the Chairman, Vice Chairman and Cllr Helen Hill and the WCC officers. She explained that problems with floods and Covid has affected the working capacity of the highway staff.

The Chairman reported that he had heard that funding for the Flood Management Project had been agreed for a further 6 years.

4/21 REPORT FROM DISTRICT COUNCILLOR TONY ROWLEY

Cllr Tony Rowley reported that cases of coronavirus in Worcestershire have shown a slight fall, and hospitals are full, with some work being done in private hospitals. Vaccination in this area is proceeding well and help is available for those unable to get to the centres.. Further business grants will be distributed when funds are received from Government.

He commented that there is an increase in planning applications. There is a meeting of the SWDP panel before there is a further 7 week consultation period from 1st March 2021, after which the EIP will be held. Following the one day hearing of the WCC Minerals Plan on 18th December further legal advice is being sought.

A noticeable increase in fly tipping has been reported in Charlton and adjoining parishes and this is now being investigated by WDC officers.

Cllr Tony Rowley is raising the problem in the current pandemic of house to house deliveries by WDC staff and in connection with CLG scheme.

5/21 SOUTH WORCESTERSHIRE DEVELOPMENT PLAN REVIEW

The update has been reported above by District Cllr Tony Rowley.

6/21 WCC MINERALS PLAN

The Chairman commented that the costs of the website has been shared by the parish councils affected. Although the EIP has been held it was agreed that the website should remain for the time being and that we will pay for it if others do not want to continue.

7/21 LEGACY GRANT APPLICATION BY THE OLD SCHOOLROOM TRUSTEES

The Chairman and Vice Chairman have had a meeting with Nigel Cates and Julian Hawley to discuss some details of the application. A spreadsheet was displayed by the Chairman showing the breakdown of costs - £71,000 for the building work, plus £9,000 for chairs and furnishing. There was Zoom meeting with WDC officers on 13th January which was attended by the Vice Chairman, the Clerk and Mr Hawley. The Parish Council has to submit the next stage of the project by 5th March, but much of the work required by then will have to be undertaken by the Trustees.

8/21 REPORTS FROM REPRESENTATIVES

- 1. Crophorne and Charlton Village Hall.** No report has been received.
- 2. Workman Trust/Old School Room.** Cllr Emily Hall-Roberts reported that the Legacy Grant application is currently the main aspect of the Trust.
- 3. PACT.** There has not been a meeting since the last Parish Council meeting.

9/21 CORONAVIRUS UPDATE CHARLTON

There are no known cases in Charlton and the local Support Group is continuing.

10/21 MINUTES OF THE MEETING HELD ON 12th NOVEMBER 2020

The draft minutes were circulated prior to the meeting. It was proposed by Cllr Emily Hall-Roberts, seconded by Cllr Richard Sims, and resolved, that the Minutes be signed as a true record. (As this is a virtual meeting the Clerk will arrange for them to be signed by the Chairman).

11/21 REPORTS OF THE PLANNING COMMITTEE

The reports of the virtual Planning Committees held on 19th November 2020 and 16th December 2020, which had been circulated with the agenda, was noted. Following the dismissal of the appeal for holiday lodges in Boston Lane the Chairman had written to Holly Jones, the head of \planning, to point out that this was contrary to the WDC officers report and that the Parish Council's comments had not been fully reported.

12/21 FINANCE**1. Receipts and Payments Account: 01.10.20 – 30.11.20**

This was circulated with the agenda and was accepted.

2. Accounts for Payment

It was proposed by Cllr Helen Hill, seconded by Cllr Emily Hall-Roberts, and agreed, that the following accounts be paid:

R D Gurney - salary (October-December)	£927.28
expenses	£ 66.00
HMRC (third quarter)	£231.80
Brian Arrowsmith (December)	£168.00

NPower Ltd (2 nd quarter) £272.10 + £13.61 VAT	£285.71
NPower Ltd (3 rd quarter) £275.11 + £13.76 VAT	£288.87
Wendy Sharpe (for plants in tubs on The Green)	£ 72.84
Smart Cut Ltd (December) £70.00 + £14.00 VAT	£ 84.00

3 To confirm the following 7 Debit Card and 2 cheque payments:

02.11.20	1&1 IONOS £15.00 + £3.00 VAT	£ 18.00
04.11.20	First Paige Ltd	£ 6.30
18.11.20	Post Office Counters	£ 13.80
04.12.20	1&1 IONOS £15.00 + £3.00 VAT	£ 18.00
11.12.20	Smart Cut Ltd (Nov) £175.00+£35.00 VAT	£210.00
11.12.20	Crophthorne PC (share of Minerals EIP)	£ 83.00
11.12.20	Fladbury PC (share of Minerals EIP)	£ 4.00
14.12.20	Post Office Ltd	£ 32.04
16.12.20	Staples UK Ltd £37.98 + £7.60 VAT	£ 45.58
17.12.20	Brian Arrowsmith (November)	£150.00

13/21 WEBSITE ACCESSIBILITY REGULATIONS

Cllr Richard Sims circulated the new draft website and this was well received. It was agreed that he continues to work with John Grove to set up the new website in due course. Mr Grove has previously set up the website for Crophthorne PC.

14/21 PARISH PATHS WARDEN

The person from Evesham Rambling Club who has expressed an interest in becoming the Parish Paths Warden is in discussion with Fiona Argyle at WCC and the outcome is awaited.

15/21 BUDGET AND PRECEPT FOR 2021/2022

Details of the suggested budget for the coming year were circulated prior to the meeting. This was explained by the Chairman and he proposed that there is a Zero increase in the Precept for 2021/2022. The proposed budget remains at £14,115 and with the WDC grant of £447 the precept will be £13,668. This was seconded by Cllr Richard Sims and agreed.

16/21 CEMETERY MATTERS – DAMAGE TO THE LYCHGATE

It was reported that the lychgate was severely damaged by a private car, which had apparently skidded on ice at the corner, on 26th December. No-one was injured. The damage to the lychgate, which is now propped up, means that access to the Cemetery is not now possible and it has been cordoned off by the Police. The insurance company for the vehicle owner has accepted responsibility for the cost of the repair and some discussions have taken place. One estimate has been requested and a second one has been asked for, along with details of the age and condition of the lychgate. Commenting on the rebuilding it was agreed that it should be in the same style as existing and that green oak be used.

17/21 LAND OPPOSITE THE CEMETERY

It was noted that Brian Arrowsmith has sown the wild flower seed.

18/21 HIGHWAYS AND FOOTWAYS

The current position regarding works on the highways in the Parish had been discussed earlier in the meeting with County Cllr Elizabeth Eyre.

19/21 FLOOD ISSUES

The Chairman gave details of the progress of the flood relief programme in the Parish and reported that one property in Charlton had been flooded just before Christmas.

20/21 STREET LIGHTING

The Clerk reported that Western Power have now received all the necessary information from Prysmian regarding the changes to the 5 lighting columns in the village. This information has been passed to NPower Ltd.

Mark Colston from Prysmian has asked for details of the 2 lighting columns that need to be upgraded, and can be part funded by the remaining New Homes Bonus money. The Clerk was asked to keep WDC officer informed of progress.

21/21 SIGNAGE AND NEW SEATS ON THE GREEN

The quotation from Signs Express for the new signs on the Green was accepted and it was agreed that a further quote is obtained for Signs Express to install them. Provided the total cost does not exceed £1,000 the company be asked to proceed. Further enquiries are to be made regarding the new notice board, up to a cost of £1,000.

Regarding the two offers of seats on The Green members agreed that these should be made of teak, and the Clerk will contact the donors to seek their approval.

22/21 GROUNDS MAINTENANCE TENDERS

The Clerk has sought tenders from 3 companies. One has been received. It was agreed that after the closing date, the decision be delegated to the Chairman, Vice Chairman and the Clerk.

23/21 UPDATING OF FINANCIAL REGULATIONS AND RISK ASSESSMENT

It was agreed that the Clerk circulates the updated Financial Regulations to members, so that they can be discussed at the next meeting.

24/21 ARRANGEMENTS FOR THE MARCH MEETING

Whilst Members would like the meeting to be held in either the Old School Room (or Crophorne Village Hall), in view of the uncertainty it was agreed that another Virtual Meeting be held.

25/21 PROGRESS REPORTS FOR INFORMATION

1. Police and Crime Commissioner grant application. This is on hold pending confirmation by County Cllr Liz Eyre on which of the proposed traffic calming measures will be funded by WCC.

2. Lengthsman. Brian Arrowsmith's report for November was noted.

3. Broadband in Charlton. WCC is pursuing Openreach for progress in Charlton. The number of interests is not quite as high as hoped for and this may be a stumbling block. scheme.

4. Pershore to Evesham Cycle route. There is no progress.

26/21 ITEMS FROM CALC

The Executive Officer's fortnightly Updates, including advice during the coronavirus pandemic, have been circulated to members and are noted. Details of the Wychavon Area CALC Meeting have been circulated. The Clerk had attended a Zoom meeting with other Worcestershire Clerks and this is likely to be a monthly event.

27/21 CORRESPONDENCE FOR INFORMATION

1. The up dated Register of Electors. This can be circulated to members for their own use.
2. Urban Design Planning Training, now to be on Monday 26th April 2021.
3. Review of Model Code of Conduct to be circulated later this year.

28/21 ITEMS FOR INFORMATION/INCLUSION ON NEXT AGENDA

Arrangements for the Annual Parish Meeting

29/21 DATE OF NEXT MEETING

The next Parish Council meeting is scheduled to be held on Thursday, 11th March 2021, at 7.30 pm.

The meeting closed at 9.25 pm.

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Chairman

11th March 2021