

**Minutes of the Meeting of the Parish Council held on Thursday, 9<sup>th</sup> September 2021,  
at 7.30 pm in the Old Schoolroom, Charlton**

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

In attendance: Roger Gurney, Clerk to the Parish Council

**ADJOURNMENT FOR PUBLIC FORUM**

*(No member of the public was in attendance.)*

**102/21 APOLOGIES FOR ABSENCE**

These were received from Cllr Sally Martin and Cllr Mike Wood,

**103/21 DECLARATIONS OF INTEREST**

None.

**104/21 REPORT FROM COUNTY COUNCILLOR ELIZABETH EYRE**

County Cllr Elizabeth Eyre hoped to attend during the meeting, and it was agreed to discuss her report, which had been circulated, later in the meeting. (minute 126/21)

**105/21 REPORT FROM DISTRICT COUNCILLOR TONY ROWLEY**

Cllr Tony Rowley had given his apology and there was no report.

**106/21 UPDATE ON THE SDWP**

It was reported that the next stage has been delayed until later next summer. The report and consultation on the provision for Traveller and Travelling Showpeople Site Allocations DPD is now expected in January/February 2022.

**107/21 UPDATE ON THE WCC MINERALS PLAN**

The modifications report, consisting of some 1600 pages, has been published following the Inspector's report. The main conclusion appears to be maintaining the assumption that planning permission will be granted for mineral extraction applications, subject to meeting certain criteria. This is contrary to the view submitted by the local Steering Group, which concurred with the view put forward by WC that planning permission would be considered (rather than granted).

The Steering Group will make further representation including the no sites in the Avon Valley are considered suitable for extraction.

**108/21 COMMUNITY LEGACY GRANT/OLD SCHOOLROOM**

Planning permission has now been granted, with a condition that work must start within 3 years. Tracey Perkins, the Legacy Grant Officer at Wychavon, has visited the OSR and is fully aware of the project. The first stage payment from WDC would be received when the contractor is appointed.

The Parish Council is waiting for a reply for a suggested form for agreement and indemnity from the Workman Trust, so that they join in responsibility for the terms and conditions, which would protect the finances of the Parish Council in the unlikely eventuality that these are not complied with. Agreement to this is awaited. A further meeting with the trustees is arranged for 7<sup>th</sup> October.

#### 109/21 REPORTS FROM REPRESENTATIVES

**(1) Crophorne and Charlton Village Hall.** The Clerk has not received any information from the Committee. The Chairman reported that a new chairman is to be appointed, following John Grove leaving the village.

**(2) Workman Trust/Old Schoolroom.** The AGM is to be held on Tuesday 12<sup>th</sup> October. Cllr Emily Hall-Roberts commented that other matters have already been discussed.

**(3) PACT.** There have been no recent meetings.

#### 110/21 MINUTES OF THE MEETING HELD ON 17<sup>th</sup> JUNE 2021

The draft minutes were circulated prior to the meeting. It was proposed by Cllr Richard Simmons, seconded by Cllr Helen Hill, and resolved, that the Minutes be signed as a true record.

#### 111/21 REPORT OF THE EXTRAORDINARY MEETING HELD ON 26<sup>th</sup> JULY 2021

The draft minutes were circulated prior to the meeting. It was proposed by Cllr Helen Hill, seconded by Cllr Emily Hall-Roberts, and resolved, that the Minutes be signed as a true record.

#### 112/21 FINANCE

##### 1. Receipts and Payments Account: 01.06.21 - 31.07.21

This was circulated with the agenda and was accepted.

##### 2. Accounts for Payment

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

R D Gurney	salary, July-September 2021	<b>£927.28</b>
	expenses, July-August 2021	<b>£ 72.07</b>
HMR&C		<b>£231.80</b>
Smart Cut Ltd (August)	£325.00 - £65.00 VAT	<b>£390.00</b>
Brian Arrowsmith (August)		<b>£144.00</b>
SLCC (annual membership)		<b>£ 95.00</b>
Western Power Distribution	£219.56 + £43.91 VAT	<b>£263.47</b>
Charlton with Crophorne Pre School		<b>£ 50.00</b>
Snape Contracting Services Ltd	£2,294.00 - £598.80 VAT	<b>£3,592.80</b>
Community First (subscription)		<b>£ 50.00</b>

##### 3. Confirmation of the following 5 cheque and 2 Debit Card payments

15.06.21	First Paige	£11.58 + £2.32 VAT	<b>£ 13.90</b>
03.07.21	Smart Cut Ltd	£505.00 + £101.00 VAT	<b>£606.00</b>
03.07.21	Brian Arrowsmith (May)		<b>£144.00</b>
05.08.21	Ryman Stationers	£10.83 + £2.16 VAT	<b>£ 12.99</b>

21.08.21	Brian Arrowsmith (July)	<b>£144.00</b>
21.08.21	Smart Cut Ltd £435.00 + £87.00 VAT	<b>£522.00</b>
21.08.21	N Power Ltd (5 invoices)	
	£753.03 + £37.65 VAT	<b>£790.68</b>

**113/21 ACCOUNTS FOR 2020/2021**

The Bank reconciliation for the 202/2021 Accounts were circulated at the meeting and one copy was signed by Cllr Richard Sims. It was confirmed that the bank reconciliation should be signed 3 or 4 times each year and the Clerk was asked to include the half year reconciliation at the next meeting. The final copy of the Accounts for 2020/2021 to be finalized and circulated to all Councillors.

**114/21 EXTERNAL AUDIT UPDATE**

The External Auditors requested further explanation of the significant variations between the 2020/21 Accounts and those of the previous year. This has been submitted.

**115/21 INTERNAL AUDITOR REPORT**

This was circulated with the agenda. Members accepted that the Council's Risk Assessment had not been updated and the Chairman suggested that the Clerk has 2 back-up memory sticks, so that one can be held by the Chairman.

**116/21 PARISH COUNCIL RISK ASSESSMENT**

It is hoped that this can be considered at the next meeting and Cllr Sally Martin will work with the Clerk on these. This should include ones the Cemetery, the Green and The Dovecote land in the ownership of the parish Council, as well as for Council meetings. The RAs should include reference to trees and their safety.

**117/21 CEMETERY MATTERS, INCLUDING THE REBUILD OF THE LYCHGATE**

The Chairman reported that work on the lychgate is delayed, as the contractor is waiting for suitable timber to complete the work. The walls have been re-built (and payment agreed earlier in the meeting), the tiles are stored and there is unobstructed access to the Cemetery. The hedge is now overgrowing the footway and the Clerk was asked to report this to Smart Cut Ltd.

On the land opposite the Cemetery the wild flowers are blooming, along with weeds. It was agreed that after the necessary weeding a further sowing on wild flowers will produce a better display in the future

**118/21 HIGHWAY MATTERS**

Following discussions with the Highway authority some agreed new road markings have been made, but WCC will not agree to any speed restriction or weight restriction along Haselor Lane.

An offer of a grant of £2,000 has been made by the Police and Crime Commissioner towards a new VAS sign, with the remainder coming from committed reserves and the unspent part of the grant from County Cllr Elizabeth Eyre.

Reports of overgrown hedges have been received, relating to hedges near Jubilee Bridge, Boston Lane and Ryden Lane. The Clerk was asked to report these to WCC, along with the roadside hedge on Canada Bank, which is owned by WCC. If WCC agree to reimburse the Parish Council for the Canada Bank work we could arrange for this to be done.

A petition is circulating in the area regarding traffic on A.46 and the number of serious accidents. It was agreed to include this on the website.

Several complaints have been received regarding the need for street cleaning to be done, especially as there are many weeds growing on footways and gutters, especially on The Dovecote, The Clerk was asked to report this to WDC.

#### **119/21 WALL ADJACENT TO 1 THE DOVECOTE**

Concern has been raised by the current residents of the adjoining property regarding the lack of a footway between The Dovecote and the Church. Vehicles parking and people exiting these is claimed to be damaging to their wall. They ask for support for their suggestions of either a footway or yellow lines, to deter cars from parking close to the wall. The meeting was not in favour of these, and suggested that it is a matter for the residents to discuss with the highway department.

#### **120/21 PARISH PATHS WARDEN**

There is no information regarding an appointment of a PPW for Charlton. It was agreed to put details on the Village website.

#### **121/21 FLOODING ISSUES**

The Chairman reported that WCC has still not cleared under the Canada Bank road bridge, even though the water level is very low. County Cllr Elizabeth Eyre has also submitted a request for this to be done.

It was suggested that Cllr Ted Grazier be asked to undertake the clearing of the Brook downstream of Canada Bank He has completed the construction of the leaky dams on his land and a further 40 leaky dams are being installed upstream of the B4084.

#### **122/21 STREET LIGHTING MATTERS**

The Clerk reported that the work on the 2 lighting columns in The Dovecote and the one in The Bight are scheduled to be done during the first 2 weeks of September. The invoice from Western Power was approved earlier in the meeting and when the invoice is received from Prysmian the Clerk will claim the remaining New Homes Bonus money. The Clerk reported that our energy supplier, N Power, had finally adjusted the tariff – and the outstanding invoices have been paid.

#### **123/21 THE GREEN**

**(1) Damage by refuse freighter.** On 23<sup>rd</sup> June a tree on the Green was damaged by a refuse freighter. This was reported to WDC, who passed the complaint to their contractors. There is concern that the tree, which is adjacent to the accessway, may become dangerous. Following a reminder by the Clerk the insurers for the contractors have recently asked for photos of the damage and for a tree surgeon to report on the damage. The Clerk will forward photos and a tree surgeons report will be obtained. There was concern that this could have risen because of residents parking vehicles on the accessway, which provides access to houses and the field, and this may have caused the

freighter to drive on the Green.

**(2) Parking on the Green.** The Parish Council has recently received several complaints from local residents about the number of vehicles parking on and driving on the Green. Several suggestions were made, including the provision of a bund, tree trunks inserted on the boundary, a line of posts with reflectors and a ditch. These will have to be considered by the Council to respond to the complaints. It was agreed that the current residents of The Green are informed of this problem and that they be asked for their written comments/suggestion for consideration.

**(3) Trees on the Green.** It was agreed that a report on the current condition of the willow tree is needed and that a tree surgeon be appointed to prepare a report. It was agreed that a report on all the trees should be done, including that damaged by the freighter, plus the trees in The Dovecote and cemetery, as part of the Council's updated Risk Assessment.

**(4) New benches.** The Clerk was asked to follow up the offer of a bench in memory of the late Jean Munn, as we are now in a position to proceed.

**(5) Bus shelter.** It is noted that this is in need of repainting and it was agreed that this is arranged. It was noted that Fladbury PC has been considering arranging a community bus for a trial period. At a cost of £500 and, if this is still being considered, it was suggested that Charlton PC joins this trial.

#### **124/21 ASSET OF COMMUNITY VALUE APPLICATION**

Wychavon DC has not approved the application for the Gardeners Arms to be an Asset of Community Value. This does not preclude a further application being made and the Council agreed to resubmit this..

#### **125/21 REPORTS FOR INFORMATION**

**(1) Bridleway adjacent to the Caravan Park, off Yessell Lane.** There has been little improvement and it is still muddy.

**(2) Network Rail project.** The work on the river bridge has been completed, but there are still problems with the state of Sidings Lane which Network Rail are due to restore. A subsequent project by Network Rail at Fernhill Farm is to be started shortly and access will still be via Whitehouse Farm and Siding Lane.

**(3) Broadband.** This upgrade is still awaited. County Cllr Elizabeth Eyre has agreed to contact Nigel Huddleston, the MP.

**(4) Pershore to Evesham Cycle Route.** County Cllr Elizabeth Eyre is following this up with the relevant officers at WCC.

**(5) Lengthsman.** The worksheet for July was attached for information.

#### **126/21 REPORT BY COUNTY CLLR ELIZABETH EYRE**

The Chairman reminded Members that the report has been circulated, and several matters have been referred to during the meeting. He drew attention to an email received before the meeting informing the Council that Yessell Lane will be closed for six and a half weeks, over November and December. The Chairman will discuss this with County Cllr Elizabeth Eyre the exact details, such as the exact length of the closure and diversions.

#### **12721 CALC**

The Clerk attended a Zoom meeting which was to explain the work of the Environment Agency with regard to flooding in Wychavon. Copies of the slides are expected to be available.

**128/21 CORRESPONDENCE**

There was none

**129/21 ITEMS FOR NEXT AGENDA**

(1) Budget and Precept

**130/21 DATE OF NEXT MEETING**

The next scheduled meeting of the Parish Council is on Thursday 11<sup>th</sup> November 2021. `

-

The meeting closed at 9.35 pm

.....R L Davies.....  
Chairman 11<sup>th</sup> November 2021