

**Minutes of the Meeting of the Parish Council held on Thursday, 10th March 2022
at 7.30 pm in the Old Schoolroom, Charlton**

PRESENT Cllr Roger Davies (Chairman)
Cllr Ted Grazier
Cllr Helen Hill

In attendance: County Cllr Elizabeth Eyre
Roger Gurney, Clerk to the Parish Council

ADJOURNMENT FOR PUBLIC FORUM
(Two residents were in attendance.)

32/22 APOLOGIES FOR ABSENCE

These were received from Cllr Richard Sims and District Cllr Tony Rowley.

33/22 DECLARATIONS OF INTEREST

None.

34/22 RESIGNATION OF CLLR MIKE WOOD

The Clerk reported that Mike Wood has resigned from the Parish Council. The Clerk reported this to the Elections Office at Wychavon DC and they will have to arrange for the Notice of the Vacancy to be advertised, to give 10 electors the right to call for an election. In the event of no such request the Parish Council will be able to co-opt. The Council expressed their thanks for the valuable contribution that Mike has made to the Parish Council since he joined the Council in 2005.

35/22 VACANCIES ON THE PARISH COUNCIL

The Clerk reported that he has received two applications for co-option to the vacancy caused by the earlier resignation of Sally Martin. In the circumstances the Council agreed to defer the co-option of one candidate until the next meeting, when two candidates can be co-opted. The two candidates were informed of this decision.

36/22 REPORT FROM COUNTY COUNCILLOR ELIZABETH EYRE

County Cllr Elizabeth Eyre said that she would circulate her report after the meeting. She gave an update on current highway matters in Charlton and has arranged a meeting for next week. WCC highway budget has been increased by £34 million over 3 years and there is £4 million extra for footways. There is an increase in the grant given for the Parish Lengthsman scheme.

County Cllr Eyre reported that, following consultation, significant landscape areas, including AONB's, will be re-branded as National Landscapes.

The following local issues were reported:

Flooding Resilience. It appears that most of this is currently for work on the River Severn. A grant of £600 from County Cllr Elizabeth Eyre has been given towards a new notice board in Charlton.

Evesham-Pershore Cycle Route still has a problem in Fladbury, but WCC is hoping to purchase additional land. Alternatively, a cycle route along the B4084 is being considered.

Broadband improvements in Charlton – project should be completed by the end of this year.

There is a meeting next week to view the problem of run-off from a house in The Bight and other drainage and highway matters.

There is a Zoom meeting next week with Highways England to receive an update on A.46 problems at Hinton Cross.

Members raised the question of the reliance of residents on oil for heating, and the spiraling cost. Cllr Elizabeth Eyre said there is a hardship fund to help low income residents and she would find out about how applications can be made.

37/22 REPORT FROM DISTRICT COUNCILLOR TONY ROWLEY

Cllr Tony Rowley has given his apologies and there was no report.

38/22 UPDATE ON THE SWDPR

There is a further public consultation in July and August 2022, with the Examination in Public expected in February-May 2023. Adoption could be in October 2023.

39/22 UPDATE ON THE WCC MINERALS PLAN

The report of the Inspectors is still awaited. The Minerals Plan can only be adopted following receipt of this report. WCC hope this will be received in time to be adopted by the Council in July 2022. In the meantime the WCC Minerals Team are working towards the separate Preferred Option document as far as they are able.

40/22 COMMUNITY LEGACY GRANT/OLD SCHOOLROOM

Meetings have been held with the trustees, the Parish Council and the builder. For external work to take place the OSR will be closed for 3 weeks in April and for internal work during July and August. The planned work on the driveway may need to be reduced, depending on remaining funding available, although additional funding is likely to be sought from another source. The Clerk reported that an initial drawdown has been received from WDC Legacy Grant.

41/22 REPORTS FROM REPRESENTATIVES

(1) **Crophorne and Charlton Village Hall**. There was no report.

(2) **Workman Trust/Old Schoolroom**. There was no report.

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

42/22 MINUTES OF THE MEETING HELD ON 13th JANUARY 2022

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

43/22 REPORTS OF THE PLANNING COMMITTEE HELD ON 13th JANUARY 2022 AND 7th FEBRUARY 2022

The reports of the Planning Committee meetings held on 13th January 2022 and 7th February 2022, which had been circulated with the agenda, were noted.

It was reported that the application at No Dale, Boston Lane (21/02885) is now with the Enforcement Officer and there is no decision yet on the Skylarks Fields, Haselor Lane application (22/00135).

44/22 FINANCE**1. Receipts and Payments Account: 01.12.21 – 31.01.22**

This was circulated with the agenda and was accepted.

The bank reconciliation for the end of January 2022 was agreed and signed by Cllr Helen Hill.

2. Accounts for Payment

It was proposed by Cllr Helen Hill, seconded by Cllr Ted Grazier, and agreed, that the following accounts be paid:

R D Gurney – salary (January - March) + Backpay expenses	£1,002.28 £ 35.00
HMRC	£250.40
Brian Arrowsmith (January and February)	£240.00
PFK Littlejohn LLP £200.00 + £40.00 VAT	£240.00
Stuart Adams – re-imburement £60.43 + £12.07 VAT	£ 72.50

3. Confirmation of the following 2 Debit Card payments

07.01.22	First Paige printers	£10.00 + £2.00 VAT	£ 12.00
19.02.22	Post Office		£ 21.52

45/22 EXTERNAL AUDIT REPORT

The report of the External Auditor, dated 27th September 2021 (and received with an apology on 1st March 2022), was circulated with the agenda and was noted. As with the report of the Internal Auditor a comment was made about updating the Council's Risk Assessment.

46/22 CHEQUE SIGNING ARRANGEMENTS

The Clerk confirmed that Cllr Helen Hill is now a signatory.

47/22 INTERNAL AUDITOR FOR 2021/2022

It was agreed that D M Payroll Services be appointed as the Internal Auditor for the current year's audit.

48/22 PARISH COUNCIL RISK ASSESSMENT

It was noted that the Risk Assessment needs further input including the assessment of the condition of trees on The Green, on land in The Dovecote and in the Cemetery. The Clerk will follow up the request to Toby Chung.

49/22 CEMETERY MATTERS, INCLUDING THE REBUILD OF THE LYCHGATE

The Chairman reported that the lychgate has nearly been completed, and we are awaiting the gates which, hopefully, will be fitted in April. The Clerk and Chairman will check with the church to see if it is necessary for the new lychgate to be consecrated/blessed. It is noted that new fencing may be necessary along the northern boundary.

50/22 HIGHWAY MATTERS

The Clerk was asked to find how the order for the new VAS is progressing. A meeting is arranged for next week to discuss several highway matters on site.

51/22 PARISH PATHS WARDEN AND UPDATING OF PATHS IN THE PARISH

The Clerk reported that Adrian Peake has been appointed as the Parish Paths Warden. It is noted that there is an opportunity for unregistered footpaths to be put forward for inclusion on the definitive map.

52/22 FLOODING ISSUES

Fortunately, there was no flooding in the village during the recent storms: the woody dams upstream of the village are being effective.

The Chairman reported that the cost of maintaining the flood gauge on Merry Brook is being passed from the EA. It is hoped that WDC will make a contribution, to remove some of the cost from the Parish Council.

53/22 STREET LIGHTING MATTERS

The Clerk reported that the 2 street lights in Merryfield have recently been repaired and the replacement of the street light on Jars Cottage, Top Street, is in hand

54/22 THE GREEN

(1) Damage by refuse freighter. The Clerk reported that payment has been received from the insurers for the refuse contractor.

(2) Parking on the Green. The Clerk was asked to draft a letter for consideration, which would then be sent to residents living on The Green.

(3) 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

55/22 ANTI BULLYING POLICY

CALC has circulated a suggested statement relating to Anti Bullying of councillors, staff and members of the public. This was circulated with the agenda. That Charlton Parish Council adopts this was proposed by Cllr Roger Davies, seconded by Cllr Helen Hill, and agreed.

56/22 ARRANGEMENTS FOR THE ANNUAL PARISH MEETING

As the OSR will be closed during April it was agreed that the Parish Meeting be held on Thursday 5th May 2022.

57/22 CLERK'S SALARY

The Clerk reported that the recently agreed national pay increase took effect from April 2021.

58/22 PLATINUM JUBILEE ARRANGEMENTS

It is understood that arrangements to celebration of this event are being organised in the village.

59/22 REPORTS FOR INFORMATION

(1) Broadband. As reported by County Cllr Elizabeth Eyre this upgrade is proceeding slowly.

(2) Evesham-Pershore Cycle Route. The current position was noted by Cllr Elizabeth Eyre.

(3) Asset of Community Value. A resubmission is to be prepared

(4) Parish Council meeting dates until May 2023. This was noted.

60/22 CALC

The regular Updates are circulated to members when received.

61/22 CORRESPONDENCE

(1) WDC – Chairman’s Civic Service, All Saints, Evesham on 20th March 2022

(2) As One Community Project - noted.

(3) WDC – Parks Management Plan, Workman Gardens Evesham

(4) WDC – Community Based Transport Event, 6pm on 27th April at the Civic Centre. Further details to follow

(5) Register of Electors 2022/2023 – circulated to councillors for their information only

(6) Wychavon Games – noted

(7) Community First AGM, 7th April, on line

62/22 CONFIDENTIAL ITEM – LENGTHSMAN PAY

It was agreed that the lengthsmen pay be increased to £15.00 per hour

63/22 ITEMS FOR NEXT AGENDA

None suggested

64/22 DATE OF NEXT MEETING

The next scheduled meeting is the Annual Parish Council meeting on Thursday 12th May 2022

The meeting closed at 9.15 pm

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Chairman

12th May 2022