

**Minutes of the Meeting of the Parish Council held on Thursday, 13th January 2022
at 7.30 pm in the Old Schoolroom, Charlton**

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

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

ADJOURNMENT FOR PUBLIC FORUM

(One member of the public was in attendance, who spoke at length about a planning application in Haselor Lane. The Chairman reminded her that this application has been withdrawn and that further comments should be made to Wychavon DC, who are the planning authority. Parish councils are invited to comment and not to make decisions on applications.)

1/22 APOLOGIES FOR ABSENCE

These were received from Cllr Ted Grazier, Cllr Richard Sims and Cllr Mike Wood,

2/22 DECLARATIONS OF INTEREST

None.

3/22 CASUAL VACANCY ON THE PARISH COUNCIL

The Clerk and Chairman will agree the date for the notice of the vacancy to be displayed on the Parish notice boards. The appointment will be made at the next meeting.,

4/22 REPORT FROM COUNTY COUNCILLOR ELIZABETH EYRE

County Cllr Elizabeth Eyre's report was circulated to members before the meeting. She reported that there will be a 3.94% increase in the WCC Council tax for 2022/2023. She commented that the Evesham-Pershore Cycle route is still held up by a restriction in Fladbury. If not resolved she has suggested an alternative route along the B4084 is looked at.

The Inspector's report on the WCC Minerals Plan is expected shortly. WCC are anticipating agreement and planning for this to be implemented.

Hedges in Charlton are scheduled to be cut in the next month and applications can be made for the inclusion of unregistered public footpaths. Safety issues on the A46 are being discussed with Highways England.

Cllr Elizabeth Eyre suggested that if a mobile post office is wanted in the village, it would probably be best if an approach to the MP is made. The Chairman commented that a joint approach with Cropthorne and Fladbury could be more beneficial.

The meeting was reminded that funding is available for a platinum Jubilee event.

5/22 REPORT FROM DISTRICT COUNCILLOR TONY ROWLEY

Cllr Tony Rowley reported that the report on the management of the planning department is awaited. Two new department heads have been appointed – Ian Edwards (Economy) and Jennifer Taylor (Housing) and there have been portfolio holder changes. Cllr Tony

Rowley is the holder Climate Change, Environmental Policy and Regulatory Services. He commented on the Ward boundary changes and round 4 for Legacy grants.

6/22 CLIMATE CHANGE IMPACT

The Chairman commented that the planning application at No Dale, Boston Lane included the provision of a 11KW heat source pump, but it has transpired that the infrastructure is not suitable for such items. This problem would affect all of the Parish and will need to be resolved.

7/22 UPDATE ON THE SDWP

There is no update on progress.

8/22 UPDATE ON THE WCC MINERALS PLAN

As mentioned by County Cllr Elizabeth Eyre the Inspector's report is expected soon, but there is concern that the latest report to the inspectors was not published.

9/22 COMMUNITY LEGACY GRANT/OLD SCHOOLROOM

It was reported that 3 quotations have been received, one of which is considerably more expensive and the other two. Since the application was made, costs of both labour and materials have escalated and the way forward needs careful consideration. WDC seem to be responsive to the current position. The Parish Council is waiting for the signed agreement from the trustees, terms of which have been agreed. The Clerk was asked to follow this up.

Round 4 of Legacy Grants is now open and it is probable that those matters removed from the Round 3 application, can now be applied for. The Parish Council Agreed to support any request from the Workman Trust for a Round 4 application.

10/22 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.

11/22 MINUTES OF THE MEETING HELD ON 11th NOVEMBER 2021

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

12/22 REPORT OF THE PLANNING COMMITTEE HELD ON 11TH NOVEMBER 2021

The report of the Planning Committee held on 11th November 2021, which had been circulated with the agenda, was noted.

13/22 FINANCE

1. Receipts and Payments Account: 01.10.21 – 30.11.21

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 (October – December)		£927.28
expenses	£67.75 + £0.75 VAT	£ 68.50
HMRC		£231.80
Smart Cut Ltd (November)	£25.00 + £5.00 VAT	£ 30.00
Brian Arrowsmith (November)		£144.00
Prysmian Cables and Systems	£3,262.25 + £652.45 VAT	£3,914.70
Midland Tree Care		£450.00
NPower Ltd	£62.38 + £ 3.12 VAT	£ 65.50
	£217.06 + £10.85 VAT	£227.91

3. Confirmation of the following 3 Debit Card payments

08.11.21	PSW Paper and Print	£9.90 + £1.98 VAT	£ 11.88
30.11.21	Colemans stationers	£14.16 + £2.83 VAT	£ 16.99
14.12.21	Staples UK Ltd	£47.98 + £9.60 VAT	£ 57.58

14/22 ACCOUNTS FOR 2020/2021 AND BANK RECONCILIATION

The amendments to the accounts were agreed and signed by the Chairman and Clerk. The bank reconciliation for the end of November 2021 was agreed and signed by Cllr Emily Hall-Roberts.

15/22 DEFIBRILLATORS IN CHARLTON

It is recalled that the batteries and pads in the two defibrillators in Charlton, one in the kiosk on the Green and one at the Old Schoolroom, are due to be renewed within 5 years. The ownership if these is not clear but it was proposed by Cllr Emily Hall-Roberts, seconded by Cllr Roger Davies and agreed that the Parish Council agrees pay for the replacement batteries and pads.

16/22 EXTERNAL AUDIT UPDATE

There is no update.

17/22 PARISH COUNCIL RISK ASSESSMENT

The Clerk was asked to send copies of the existing Risk Assessments to the Chairman and Vice Chairman, so that they can be agreed at the next meeting. It was agreed that Toby Chung be asked to undertake the risk assessment of the trees on The Green, in The Dovecote and the Cemetery.

18/22 BUDGET AND PRECEPT FOR 2022/2023

Details of the suggested budget for the coming year were circulated with the agenda. This was explained by the Chairman and he proposed that there is a Zero increase in the Precept for 2022/2023. Although there is a deficit expected for the year, the Parish Council has adequate reserves, enabling the budget to remain at £14,115. With the WDC grant remaining at £447, the Precept will be £13,668. This was proposed by Cllr Roger Davies, seconded by Cllr Emily Hall-Roberts and agreed.

19/22 DELEGATION TO THE CLERK IN THE EVENT OF FURTHER LOCKDOWN

This has been suggested by the national association, but it was agreed that no action be taken at present, but to consider at the next meeting if appropriate.

20/22 CHEQUE SIGNING ARRANGEMENTS

The Clerk handed the mandate to Cllr Helen Hill for completion and forwarding to Lloyds Bank. This will also allow the Clerk to have online access to the statement.

21/22 CEMETERY MATTERS, INCLUDING THE REBUILD OF THE LYCHGATE

The Chairman reported that the rebuilding of the lychgate should be completed by late February/early March.

It is hoped that weather conditions will allow a further sowing of wild flower seeds on the land opposite the Cemetery in March.

22/22 HIGHWAY MATTERS

The current highway concerns were discussed with County Cllr Elizabeth Eyre earlier in the meeting and the Chairman is kept updated on the progress of the works.

Details of the new VAS sign have been confirmed and the Clerk is now able to place the order.

23/22 PARISH PATHS WARDEN

There is no progress to appoint a PPW for Charlton.

24/22 FLOODING ISSUES

There is no updated information.

25/22 STREET LIGHTING MATTERS

There is no update.

26/22 THE GREEN

(1) Damage by refuse freighter. The Clerk reported that the insurers for the refuse contractor now has the required information and that we will receive the payment shortly. The Parish Council agreed to pay Midland Tree Care.

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

(3) Trees on the Green. It was agreed that a report on the current condition of the willow tree is needed, as well as a report on the condition of other trees. It was agreed to ask Toby Chung to undertake this survey, 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.

27/22 REPORTS FOR INFORMATION

- (1) **Bridleway adjacent to the Caravan Park, off Yessell Lane.** Improvements to this bridleway are still awaited, but Cllr Elizabeth Eyre stated earlier in the meeting that WCC will not take this forward. She suggested we apply for a new stile through the adjoining orchard, if this has previously been used. This is not the case.
- (2) **Network Rail project.** This work on the river bridge and alongside the railway line were completed in December.
- (3) **Broadband.** This upgrade is proceeding.
- (4) **Pershore to Evesham Cycle Route.** This was discussed earlier in the meeting.
- (5) **Asset of Community Value.** A resubmission is to be prepared
- (6) **Lengthsman.** The worksheet for November was attached for information.

28/22 CALC

The Executive Officer at CALC has raised the matter of bullying at Parish Council meetings, which could involve members, the Clerk and members of the public. It was agreed to include this on the March agenda.

29/22 CORRESPONDENCE

- (1) WDC – Chairman’s Civic Service, All Saints, Evesham on 20th March 2022 (amended date)
- (2) WDC – Ward boundary changes. This proposes that Charlton remains in the Fladbury Ward.
- (3) Petition for the re-introduction to allow hybrid meetings, ie via Zoom

30/22 ITEMS FOR NEXT AGENDA

- (1) Bullying
- (2) Arrangements for the Annual Parish meeting
- (3) Platinum Jubilee

31/22 DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on Thursday 10th March 2022

The meeting closed at 9.20 pm

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Chairman

10th March 2022