

## CHARLTON PARISH COUNCIL

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### Minutes of the Meeting of the Parish Council held on Thursday, 14<sup>th</sup> July 2022 at 7.30 pm in the Old Schoolroom, Charlton

**PRESENT** Cllr Roger Davies (Chairman)  
Cllr Richard Bentley  
Cllr Emily Hall-Roberts (until minute no.118/22)  
Cllr Helen Hill  
Cllr Richard Sims

In attendance: County Cllr Elizabeth Eyre (until minute no.109/22)  
Roger Gurney, Clerk to the Parish Council

#### ADJOURNMENT FOR PUBLIC FORUM

*(No residents were in attendance.)*

#### 103/22 APOLOGIES FOR ABSENCE

These were received from Cllr Edward Grazier, Cllr Wendy Sharpe and District Cllr Tony Rowley.

#### 104/22 DECLARATIONS OF INTEREST

None.

#### 105/22 TICKET TO RIDE

Branwen Bingle, Communities Officer (Central) for Wychavon, was in attendance and was invited to speak on local community transport. A scheme has started in Fladbury and it is hoped that this can be extended to include Charlton and Cropthorne, as well as Lower Moor and Wick. She explained how the community bus scheme is operating in Norton, the funding acquired to establish the scheme and the funding needed to keep it running. Each week the bus operates on one day to Worcester and one day to Pershore and the cost is £3.00 each journey.

For a scheme to establish for the villages around Charlton to serve Pershore and/or Evesham it would be necessary to assess whether there are mini buses available during the day. Wood Norton may have such a vehicle that would be available. Grants are available through WCC and some local support/sponsorship could also be forthcoming. Branwen explained that she had some useful feedback from Charlton Fayre. Cllrs Richard Sims and Richard Bentley agreed to represent Charlton PC at meetings and Branwen will keep the Parish Council informed of progress.

#### 106/22 REPORT FROM COUNTY COUNCILLOR ELIZABETH EYRE

County Cllr Elizabeth Eyre had submitted her report which was circulated to members before the meeting. She reported on the following topics:  
Funding for community projects, including Crowdfunding which aims to help communities with food, fuel, health and wellbeing, etc  
Commonwealth Games. The baton relay will be passing through Broadway and Pershore

Bus Service Improvement Plan. The grant application was unsuccessful. The possible promotion for car sharing and similar schemes is being considered.

A46. Safety improvements are being installed.

New bridge between Hampton and Evesham is progressing.

Defibrillators. These need to be registered and kept up to date.

Local issues. Updates were given flooding resilience; Minerals Local Plan update approved by WCC today; broadband; Haselor Lane accident; Canada bank debris; footway and road maintenance

River Avon pollution. This is currently 10 times the safe level at Jubilee Bridge. Along with Cropthorne and Fladbury PCs we are looking to arrange a meeting with the Environment Agency.

**109/22 REPORT FROM DISTRICT COUNCILLOR TONY ROWLEY**

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

**110/22 20s PLENTY FOR WORCESTERSHIRE**

Cllr Richard Sims reported that this proposal is being put forward across England and is being promoted in Worcestershire by a Worcester City councillor. It noted that the Welsh government has agreed that this

will be the limit across all towns and villages. Members drew attention to possible problems with a “blanket” 20 mph limit, and it was agreed that a survey of parishioner’s views be carried out in Charlton.

Three options were suggested – whole village, part of village, or no reduction from 30mph. Cllr Richard Sims will draft a survey document for review by all Councillors.

**111/22 UPDATE ON THE SWDPR**

This is further delayed pending finalisation of the Infrastructure Delivery Plan (IDP) which is a crucial evidence document setting out how strategic infrastructure, such as roads and new schools, will be delivered to support proposals in the SWDP.,

**112/22 UPDATE ON THE WCC MINERALS PLAN**

As County Cllr Elizabeth Eyre reported this was approved by the County Council at today’s meeting. WCC will now publish the Development Plan Document (DPD) which will identify the “favoured areas”.

**113/22 COMMUNITY LEGACY GRANT/OLD SCHOOLROOM**

The next phase of building work is due to start next week and will take place during the summer holiday period, up to 9<sup>th</sup> September. An update needs to be prepared for WDC for the remainder of the Legacy Grant to be issued.

**114/22 REPORTS FROM REPRESENTATIVES**

(1) **Parish Paths Warden.** Adrian Peake was unable to attend

(2) **Cropthorne and Charlton Village Hall.** There was no report. The Clerk was asked to contact the Hall Secretary to have the meeting minutes sent regularly

(3) **Workman Trust/Old Schoolroom.** There was a meeting last week. Work starts on the internal alterations next week.

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

**115/22 MINUTES OF THE MEETING HELD ON 12<sup>th</sup> MAY 2022**

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

**116/22 REPORTS OF THE PLANNING COMMITTEE HELD ON 16<sup>th</sup> JUNE 2022**

The reports of the Planning Committee meeting held on 16<sup>th</sup> June 2022, which had been circulated with the agenda, were noted.

The Clerk reported that he had not received any information from the Enforcement Officer about the complaint at Upper Haselor Farm. He reported that the appeal at “Nodale”, Boston Lane, has been allowed, but there were still issues that were not covered by the Inspector. The Clerk was asked to follow both matters with the Enforcement Officers.

**116/22 FINANCE****1. Receipts and Payments Account: 01.04.22 – 31.05.22**

This was circulated with the agenda and was accepted.

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

**2. Accounts for Payment**

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

R D Gurney	salary (April-June)	<b>£946.08</b>
	expenses (March – June)	<b>£114.00</b>
HMR&C	(first quarter)	<b>£236.40</b>
DM Payroll Services Ltd		<b>£100.00</b>
Smart Cut Ltd	£448.05 + £89.61 VAT	<b>£537.66</b>
N Power Ltd	£275.60 + £13.78 VAT	<b>£289.47</b>
N Power Ltd	£87.24 + £4.36 VAT	<b>£ 91.60</b>

**3. Confirmation of the following 8 cheque and 5 Debit Card payments**

05.05.22	J G Deegan stationery	£4.16 + £0.83 VAT	<b>£ 4.99</b>
09.05.22	First Paige printers	£7.67 + £1.53 VAT	<b>£ 9.20</b>
11.05.22	Staples UK Ltd	£53.01 + £10.60 VAT	<b>£ 63.61</b>
12.05.22	First Paige printers	£14.17 + £2.83 VAT	<b>£ 17.00</b>
22.05.22	N Power Ltd )	£216.24 + £10.81 VAT	<b>£227.05</b>
22.05.22	N Power Ltd )	£61.39 + £3.07 VAT	<b>£ 64.46</b>
22.05.22	Worcs CALC	£320.02 + £56.86 VAT	<b>£376.88</b>
22.05.22	Brian Arrowsmith (April)		<b>£180.00</b>
22.05.22	Joseph Baker Workman Trust (grant)		<b>£36,000.00</b>
31.05.22	Joseph Baker Workman Trust (jubilee)		<b>£100.00</b>
01.06.22	BHIB insurance		<b>£624.18</b>
16.06.22	Smart Cut Ltd	£520.15 + £104.03 VAT	<b>£624.18</b>
16.06.22	Brian Arrowsmith (May)		<b>£210.00</b>

**117/22 EXTERNAL AUDIT**

The Clerk reported that this had been submitted to PKF Littlejohn, the external auditors, and a reply is awaited.

**118/22 INTERNAL AUDITOR'S REPORT**

The report from D M Payroll Services was circulated with the agenda. The report was favourable and the comments relating to Risk Assessments and reviewing Cemetery fees were noted.

**119/22 PARISH COUNCIL RISK ASSESSMENT**

This has been compiled by Cllrs Roger Davies and Richard Sims. It was agreed that the Clerk purchases a lockable cabinet to keep the Cemetery records and some other documents. The Clerk will check whether the Parish Council is, or needs to be, registered with the Data Protection Agency. It was also agreed that specialist contractors should be appointed to undertake memorial inspections every five years. That the Risk Assessment be approved was proposed by Cllr Helen Hill, seconded by Cllr Richard Bentley, and agreed.

**120/22 POLLUTION OF THE RIVER AVON**

This item was discussed earlier in the meeting.

**121/22 CEMETERY MATTERS**

The lychgate has now been completed and discussions are taking place for this to be dedicated by Rev Sarah Dangerfield.

Favourable comments were made about the wild flower area on the land opposite the Cemetery and Brian Arrowsmith will be asked to sow additional seeds at the appropriate time. It was noted that the replacement fence on the northern boundary has still to be replaced.

**122/22 HIGHWAY MATTERS**

Many highway matters had been discussed with Cllr Elizabeth Eyre earlier in the meeting. The problem of fir cones on footways had been raised by some residents and it was suggested that WCC and WDC be contacted direct.

**123/22 UPDATING OF PATHS IN THE PARISH**

It was agreed that this item be deferred.

**124 /22 FLOODING ISSUES**

Ted Grazier has put a further 5 leaky dams upstream on Merry Brook It is noted that the stretch between the footbridge on the Green to the Cemetery bridge needs to be cleared. The Clerk was asked to contact Smart Cuit Ltd regarding weed killing of the brook across the Green,

**125/22 THE GREEN**

- (1) **New notice board.** This has now been installed.
- (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 reported that the family of the late Jean Munn have agreed that they will fund a new bench on the Green in her memory. The Clerk will keep the family informed.
- (4) **Insurance for those hiring the Green.** The Clerk will respond to the email from Julian Hadley

**126/22 REPORTS FOR INFORMATION**

- (1) **Broadband.** As reported by County Cllr Elizabeth Eyre this upgrade is proceeding slowly.
- (2) **Evesham-Pershore Cycle Route.** There has been no progress.
- (3) **Asset of Community Value.** Cllrs Roger Davies and Richard Sims have drafted the application for the resubmission, and will discuss it with District Cllr Tony Rowley prior to submission.
- (4) **Lengthsman worksheet.** The worksheet for May was circulated with the agenda and was noted.

**127/22 CALC**

The regular Updates are circulated to members when received.

**128/22 CORRESPONDENCE**

- (1) WDC – Further consideration on the proposed wards for southern Wychavon – noted
- (2) WDC – Appointment of Land Drainage Enforcement Officer
- (3) Police & Crime Commissioner survey – Cllrs Roger Davies and Richard Sims to complete

**129/22 ITEMS FOR NEXT AGENDA**

None suggested

**130/22 DATE OF NEXT MEETING**

Because of building works at The Old Schoolroom are not due to be completed until 9<sup>th</sup> September 2022 the next meeting will be re-scheduled for later in September.

The meeting closed at 9.45 pm

.....Richard R Sims.....  
Chairman 22<sup>nd</sup> September 2022