

## Charlton Parish Council

### Minutes of The Annual Parish Council Meeting 9<sup>th</sup> May 2024 at 7.30pm

Clerk to the Council, Wendy Cope 22, Heathfield Road, Norton Evesham

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Present: Chairman Cllr Roger Davies, Cllr Wendy Sharpe, Cllr Darren Salmons, Cllr Helen Hill, Cllr Richard Wallis, District Councillor Angie Crump, Parish Clerk Wendy Cope.

- 1) Election of The Chairman Richard Bentley was duly elected as The New Chairman proposed by Roger Davies and seconded by Darren Salmons
- 2) Chairman's Declaration and acceptance of Office In the absence of Cllr Richard Bentley, in line with our Standing Orders, the meeting agreed that this would be signed at a later date, as soon as practically possible.
- 3) To review and accept Standing Orders there are a few minor changes to be made. All agreed.
- 4) To review and accept Code of Conduct The code of conduct was duly accepted by all Councillors.

**PUBLIC FORUM** Two members of The Police Force attended the meeting, A member of The Response Team and a local CSO. The link below gives all the recent crime figures. <https://www.police.uk/pu/your-area/west-mercia-police/evesham-town-south-and-rural-west/?yourlocalpolicingteam=your-team&tab=overview> Cllr Hill asked how rural crime was reported. Cllr Davies advised that speeding was a big issue in Charlton. It was mentioned that at times there was an issue with boy racers. The CSO asked about the daily life in The Village to get a feel of what kind of a community it was.

- 5) Apologies Cllr Ted Grazier, Cllr Richard Bentley, Cllr Liz Eyre
- 6) To elect the Vice Chairman for the coming year Cllr Sharpe nominated Cllr Salmon and Cllr Hill seconded this.
- 7) Declaration of Interest none
- 8) County Councillors Report Although Cllr Eyre could not attend, she sent a report please see separate sheet. Cllr Davies reported that he had investigated the two outfalls that a member of the public had mentioned at The Annual Parish Meeting. One had been seen evacuating water and he felt sure this was road drainage from The Dovecote. The second one relates to highway drainage from The Dovecote was not evacuating water and he felt that this might be linked to the tree root problem on The Green in Ryden Lane. Cllr Eyre is investigating these outfalls with WCC. Cllr Sharpe asked about the renovations to the footbridge. The Clerk was able to reassure her that Worcestershire CC Footpaths team were dealing with it.
- 9) District Councillors Report Cllr Crump reported that The Chairman of Wychavon had visited every Parish in the District in the last year. A 3million pound grant had been awarded to Wychavon Leisure to update their heating systems at Evesham and Pershore Leisure Centres, which would make them a lot more

efficient. Cllr Davies appraised Cllr Crump of the ongoing difficulties regarding some the planning issues.

- 10) Report on SDWP nothing to report
- 11) Report on WCC Minerals Plan nothing to report
- 12) Appointment of Working Groups and Committees. Planning Committee: Cllr Wallis, Cllr Hill, Cllr Salmons, Cllr Davies, Cllr Sharpe and Cllr Bentley. Finance Working Group: Cllr Davies, Cllr Bentley and The Clerk. Staff Committee: Cllr Salmons, Cllr Bentley and Cllr Davies.
- 13) To appoint Parish Council Representatives Crophorne and Charlton Village Hall: to be advised later. Workman Trust/Old School Room: Cllr Sharpe. Worcestershire CALC: to be advised later. Flood Working Group: Cllr Grazier, Cllr Davies, Cllr Sharpe.
- 14) To allocate responsibilities Street lighting: Cllr Davies, Mowing and The Green: Cllr Davies and Cllr Bentley. Footpaths: Cllr Bentley. Tree Warden: Cllr Grazier. Lengthsman: Cllr Salmons and Cllr Bentley. Website: Cllr Wallis and The Clerk. Flood Warden: Cllr Sharpe with help from Cllr Davies and Cllr Hill. Cemetery and Wild Flower Area: Cllr Hill. SWDP: Cllr Davies and Cllr Bentley. WCC Mineral Plan Cllr Davies and Cllr Bentley.
- 15) To consider the Parish Insurance for 2024-2025 The Clerk informed The Council that the renewal for 2024-2025 was £655.29 which was less than 2023-2024 £668.70 a drop of £13.41. The Council agreed unanimously to renew.
- 16) To receive reports from representatives Parish Path Warden: none, Crophorne and Charlton Village Hall: none, Workman Trust and Old Schoolroom: Cllr Davies advised that a new infrared heater had been installed in The Old Schoolroom and, that there was a risk at the height it was situated it could easily be touched whilst in operation which would cause serious burns. Cllr Sharpe advised that it had been fitted by The Pre-School and that another two heaters of the same design were possibly to be installed at a later date. All of these needed to be moved higher as they were too low and could be dangerous, it should also be noted that these heaters needed to have a guard placed around them. Cllr Crump also advised that each heater should have sign next to them informing everyone that they were extremely hot.
- 17) To confirm and adopt the minutes of 14<sup>th</sup> of March 2024 The Minutes were duly signed.
- 18) To receive reports from The Planning Committee The Planning Committee reported that there had been further applications from Upper Haselor from two separate contractors which they had objected to. There was a concern that even more contractors could move in and want to make more applications for planning. The Clerk reported that another application from one of the contactors had been received since The Planning Committee had met on 25<sup>th</sup> of April 2024. The Meeting agreed Cllr Davies would draft a reply in line with previous comments made and send it to The Council.
- 19) Finance The Clerk reported that the balance of The Treasures Account was £20,314.42, and The Bus account was £25,877.78. She had received £1947.85 VAT refund and The Precept of £7535.00. The Chairman signed section 1 then section 2 of the AGAR forms for PKF Littlejohn's end of year audit.
- 20) To consider any feedback from The Annual Parish Meeting Thursday 18<sup>th</sup> April 2024 Cllr Davies reported that he and Cllr Bentley had investigated the complaint that a streetlight was being hindered by trees in The Dovecote, and found that the streetlight was lighting the road and footpath. The issue that was raised regarding the two drain outfalls on The Green was covered in point eight above. Cllr Davies stated that the Vas machine on Canada Bank needed to be higher,

- 21) he would ask The Lengthsman to do this. Cllr Davies informed The Council A Parishioner had stated that the Vas machine on the entrance to The Village from Fladbury needed upgrading, it was also noted that it does not always appear to be working. The Council thought that new batteries might be the initial solution but, to be decided at a later date.
- 22) To consider matters affecting The Green Cllr Davies asked The Clerk to arrange for The Grass on The Green to be cut on Thursday 20<sup>th</sup> June 2024 in time for The Charlton Country Fair on Saturday 22<sup>nd</sup> of June 2024. It was agreed that a meeting would be arranged between Cllr Sharpe, Cllr Bentley and Cllr Salmons, to inspect the track at the edge of The Green regarding weeds, It was also agreed that The Lengthsman should be consulted regarding the benches.
- 23) Cemetery Matters The Clerk reported that she would soon be in a position to concentrate on sorting out matters concerning The Cemetery.
- 24) Highways, Footway and Footpath Matters Cllr Davies reported that Severn Trent had left a road closure in place when it finished the works in Ryden Lane. They had also not cleaned up the road after works, he had complained to Severn Trent who had passed it on to their contractors, who dealt with the clean-up, and have revised their procedures to ensure that it does not happen again. Severn Trent themselves did not reply. The Meeting agreed we should follow this up. Cllr Sharpe mentioned difficulty when trying to exit the track at the side of The Green. A suitable mirror had been discussed with The Parish Council years ago, and it was agreed residents of The Green who use the track, would fund this if they want one, seeking agreement with The Landowner, where it was proposed the mirror to be installed.
- 25) Public Footpath Status of Paths not on The Definitive Map Cllr Davies asked The Clerk to source an A3 Map from The Footpaths department at Worcestershire County Council. The Clerk said she had found numerous maps when she inherited all the paperwork from The Previous Clerk. It was agreed to look at these first.
- 26) Flood Issues Cllr Davies reported that The Environment Agency had completed some work on The Merrybrook from The Pub to The Cemetery Bridge, where they had taken out a tree and some growth on the sides out. The Brook had been very good despite all the flooding. The Flood Gauge now has a new website, and there are still warnings messages. New website address <https://timeview.hydro-int.com> with same username: charltongauge and password: charlton
- 27) Streetlighting Matters Cllr Davies reported that all the streetlighting upgrades had been completed. Our usage has not been adjusted yet and, The Clerk reassured the Council that she would chase both Npower and The National Grid with regards to this, however it generally takes time to update, but they always back date the refunds. The Council is still being charged for electricity at 51.9p per KWH we will review this once the usage levels are correct.
- 28) Reports for Information Pollution of The River Avon: no updates, WCC Green Infrastructure: consultation Cllr Davies to report later. Renewal of The Lengthsman Agreement 2024-2025: The Clerk reported that The Lengthsman Scheme had been digitalised now, however she would send The Council a copy of The Agreement. .gov.uk emails: The Clerk reported that she had started work on this and had obtained three quotes, however she was finding it all very difficult, Cllr Wallis agreed to help.
- 29) To receive a report on CALC issues The Council discussed a letter from The Chairman of CALC underlining the importance of training for Councillors, Clerks, Chairman and Vice-Chairman. It was agreed that The Clerk would notify all Councillors of training opportunities.
- 30) Correspondence No correspondence had been received.

30) Items for for information/inclusion on the next Agenda none

31) Invoices for payment all invoices signed.

32) Date for the next Parish Council Meeting Thursday 11<sup>th</sup> of July 2024

Meeting adjourned 9.45

**Signed/date**

