

Minutes of the Meeting of the Parish Council held on Thursday, 13th July 2006, at 7.30 pm in the Old School Room, Charlton

PRESENT Cllr B B Browne (Chairman)
Cllr S M Eggleston
Cllr E G Grazier (until Minute no. 93/06)
Cllr Mrs B W Jack (until Minute no. 94/06)
Cllr M P Wood

In attendance: Roger Gurney, Clerk to the Parish Council

Before the start of the Meeting Mr Clive Bostle spoke about the public footpaths in the Parish.

80/06 APOLOGIES FOR ABSENCE

These were received and accepted from Cllr Mrs Ooi.

81/06 DECLARATIONS OF INTEREST

None.

82/06 ELECTION OF VICE CHAIRMAN

Cllr Grazier was proposed by the Chairman, seconded by Cllr Mrs Jack, and agreed.

83/06 APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES

(1) **Transport Forum** - no representative was appointed.

84/06 ALLOCATION OF RESPONSIBILITIES

(1) **Footpaths** - Clive Bostle, who spoke before the Meeting, had offered to be the Parish Paths Warden for Charlton. The Clerk was asked to confer with Cllr Mrs Ooi, the previously appointed Paths Warden, and then to write to accept Mr Bostle's offer.

85/06 PARISH COUNCIL VACANCY

It was agreed that the Clerk invites Mr Bostle to apply for the vacancy. It was noted that a further advertisement should also be placed on the notice board and for the decision to be made at the next Meeting.

86/06 MINUTES OF THE MEETING HELD ON 11th MAY 2006

The Chairman drew attention to the fact that, in Minute no. 62/06 (7), it was the domain name that has been purchased, not the web site. With this amendment it was **RESOLVED** that these be signed as a true record.

87/06 PROGRESS REPORTS FOR INFORMATION

1. Charlton Parish Plan. Cllr Eggleston reported that Bill Rose had not been able to assess the comments received at the Open Exhibition, as he had been busy and, recently, had been on holiday. The Clerk had hoped to attend a Parish Plans meeting at Community First when Bill Rose was away. Members expressed concern with the delay and the Clerk was asked to write to Bill Rose asking for a report for the September meeting highlighting the Key Issues identified at the Exhibition.

2. Affordable Housing. The Clerk reported that he had spoken to Nigel Potter, the Rural Housing Adviser. Having been unaware of the survey undertaken in the Parish some 3 years ago, he agreed that this matter should be on hold, pending the outcome of the current discussions and negotiations on the suggested scheme in Cropthorne.

3. Village notice boards. The new notice board has been delivered and the Chairman had arranged for Rob Hirons to erect it; it was noted that he has started as the old board has been removed and new holes dug. The Clerk reminded the Council that the payment had been agreed and the cheque signed at the previous meeting and it was confirmed that this can now be sent.

The Chairman reported that Mr Gisborne had repaired the damage to the notice board at the bus shelter.

4. Registration of Parish Council owned land. The Clerk is awaiting the deeds, which are held at Lloyds TSB, Pershore.

5. Parish Council Web Site. The Chairman reported that, following the setting up of www.charltonparishcouncil.org.uk, he is testing the email system with the Clerk and the web site could soon be ready.

6. Revised meeting dates for 2006/7. The revised list incorporating the change suggested at the last meeting was circulated with the agenda and accepted.

7. Internal Audit Report and Approval of the Annual Return. The Clerk reported that Charles Tooby had carried out the Internal Audit, but his written report has not yet been received, although he had commented about the need for a Risk Assessment.

The Clerk had submitted the Annual Return to Clement Keys, the external auditors, and an unqualified audit opinion has been given. The Clerk reported that the closure of audit notice is currently on display for two weeks.

ADJOURNMENT FOR PUBLIC FORUM

(No members of the public were present).

88/06 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Neither County Cllr Liz Eyre nor Cllr Meikle were in attendance.

89/06 FINANCE

1. Receipts and Payments Account: 03.04.06 - 02.06.06

This was circulated with the agenda and was accepted.

2. Accounts for Payment

It was RESOLVED that the following accounts be paid:

R D Gurney	salary, 01.06.06 - 31.07.06, incl back pay	£484.28
	expenses, 01.03.06 - 30.06.06	
	£65.29 + £0.96 VAT	£ 66.25
Staples UK Ltd - photocopying, stationery (4 invoices)		
	£65.25 + £7.87 VAT	£ 73.12
Prysmian Cables and Systems, street lighting maintenance		
	01.04.04 - 31.03.06, £670.08 + £117.26 VAT	£787.34
Prysmian Cables and Systems, street light safety report		
	£107.10 + £18.74 VAT	£125.84
Limebridge Rural Services Ltd, May, Cemetery/Green		
	Mowing, £402.00 + £70.35 VAT	£472.35

Newsquest (Midlands South) Ltd	£190.75 + £33.38 VAT	£224.13
Clement Keys	£120.00 + £21.00 VAT	£141.00
Npower Ltd, street lighting, April 2006 - June 2006	£130.17 + £6.51 VAT	£136.68
Worcestershire CALC - training, 12.07.06		£ 20.00
Limebridge Rural Services Ltd, June, Cemetery/Green/verges	£483.50 + £84.61 VAT	£568.11

90/06 APPOINTMENT OF PARISH LENGTHSMAN

Details of five applicants had been circulated with the agenda. It was agreed that a Working Group of 2 Members and the Clerk select those they wish to interview and the decision to appoint be delegated to that Working Group. Cllrs Grazier and Wood were appointed as the Members of the Working Group.

The Clerk drew attention to the need for some arrangement to be made for monthly payments and this is to be discussed at the next meeting.

91/06 HIGHWAY AND FOOTPATH MATTERS

The Chairman reported that another meeting regarding the heavy vehicles in villages is arranged to be held at Fladbury and County Cllr Mrs Eyre will attend. The Clerk reported that he is still waiting for a reply from the HPU regarding the Canada Bank saga. The footpath issues have been dealt with earlier in the meeting.

92/05 COMPOSTING AND GARDEN WASTE SITE

Cllrs Eggleston and Grazier agreed to meet and to report at the next Meeting.

93/06 VILLAGE CLEAN-UP BURSARY

The Clerk reported that, subsequent to being told that the application had been unsuccessful, more money had become available and we could proceed. Mrs Owen had been informed, the litter pick has been successfully completed and WDC have confirmed that the bursary will be paid. As this has not been received agreement on the distribution will be deferred to the next meeting.

94/06 AVAILABILITY OF GRANTS

Whilst there had been suggestions at the CALC Executive for sources of grants for parish council purposes none appeared to be obvious and available. The Chairman and the Clerk agreed to find out details and draw up a list of available grants for the next meeting.

95/06 DRAFT RISK ASSESSMENT

The Clerk had circulated a draft with the agenda. Members suggested some amendments and considered that there should be a supporting document. The Clerk was asked to amend for presentation at the next meeting.

96/06 CALC MATTERS

The Chairman informed the Council that David Hemming, the Community Safety Officer, had attended the Area Meeting in June. Access to the CALC web site has been restricted to clerks and members of the Executive, but it has been agreed that access is now available to all Members of Member Councils. The Chairman commented that the

AGM will be on Thursday, 5th October and that subscriptions will be high on the agenda.

97/06 CORRESPONDENCE FOR INFORMATION

The following list of correspondence was noted:

1. Charlton Community Garden, invitation for Members to attend, 15.07.06 at 5pm
2. WCC - Verge cutting grant for 2006/7 to remain at £135.00. The Clerk was asked to write to the HPU, noting that this figure has not increased and that the grant does not cover two cuttings of the verges.
3. WDC - Dog microchipping sessions, Pershore on 19.09.06
4. WDC - Provision of additional dog waste bins (£350 each)
5. WDC - notice of adoption of Statement of Community Involvement
6. WCC - Bus bulletin, June 2006
7. WCC - Children and Young People's Plan
8. WDC - Annual Report
9. Local Council Review
10. Clerks and Councils Direct
11. West Mercia Police Authority - restructuring update (June 2006)

98/06 ITEMS FOR INFORMATION/INCLUSION ON THE NEXT AGENDA

The Chairman reported that the new local policeman is PC Davey.

It was agreed that footpath matters and a report of the highway meeting be included on the next agenda.

99/06 DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Thursday, 14th September 2006.

14th September 2006