

**Minutes of the Annual Meeting of the Parish Council held on Thursday, 12<sup>th</sup> July 2007, at 7.30 pm, in the Old School Room, Charlton**

**PRESENT** Cllr B B Browne (Chairman)  
Cllr S M Eggleston  
Cllr E G Grazier  
Cllr Mrs B W Jack (until Item 15, minute no. 74/07)  
Cllr M P Wood

In attendance: County Cllr Mrs Liz Eyre  
District Cllr Tom McDonald  
Clive Bostle, Parish Footpath Warden  
Roger Gurney, Clerk to the Parish Council

**61/07 APOLOGIES FOR ABSENCE**

None.

**62/07 DECLARATIONS OF INTEREST**

None.

**63/07 ELECTION OF VICE CHAIRMAN**

Cllr Grazier was proposed by Cllr Mrs Jack and seconded by Cllr Eggleston. This was agreed.

**64/07 PARISH COUNCIL VACANCIES**

The Clerk reported that a notice had been displayed for the requisite period, but no approaches had been forthcoming. The Clerk will inform WDC.

**65/07 MINUTES OF THE MEETING HELD ON 17<sup>th</sup> MAY 2007**

The draft Minutes had been circulated previously and it was **RESOLVED** that these be signed as a true record.

**66/07 PROGRESS REPORTS FOR INFORMATION**

**1. Footpath Warden.** The Chairman invited Clive Bostle to speak. He reported that two walks around the Parish were held on 1<sup>st</sup> July, each attended by 3 people. It was felt that the arrangements worked well, but it would have been helpful if a map was provided, which included the footpaths in adjoining parishes. Increased publicity could be achieved via the web site and it would help if a map could be displayed permanently in Charlton. A further walk is planned for August Bank Holiday.

Some work has been carried out to the footpaths off Haselor Lane, some of which had been strimmed by Steve Gwilliam.

**2. Lengthsman.** Steve Gwilliam was not in attendance, but the Clerk reported that he had attended the training course arranged by WCC. Steve Gwilliam to be asked to strim back the visibility splay at Boston Lane/B.4184.

**3. Registration of Council owned land.** There was nothing to report.

**4. Street lighting meeting with WCC.** The Clerk is awaiting information from WCC.

**5. Crophorne and Charlton Village Hall.** The minutes of the June meeting were enclosed and noted. The Chairman drew attention to the annual donation from Crophorne PC.

**6. Village Clean-up Bursary.** It was understood that this was carried out in June and the Clerk is awaiting further information from WDC.

**7. County Air Ambulance.** A letter of thanks for the grant has been received.

**8. Submission of Annual Return.** The Clerk reported that this had been submitted as required and that some requested additional information has been given.

**9. Shaping South Worcestershire.** The Chairman and Clerk had attended a meeting in Pershore relating to development proposals over the next 20 years, but there was little new information. There is not likely to be a significant impact on Charlton.

#### ADJOURNMENT FOR PUBLIC FORUM

*(One member of the public was present, who raised the problem of the overgrown visibility splay at Boston Lane/B.4184).*

#### 67/07 COUNTY AND DISTRICT COUNCILLORS REPORTS

**County Cllr Mrs Liz Eyre** was invited to speak. She reported that the HUB has a new screen and she would report the local concerns of the visibility splay at Boston Lane/A.4184 and the size of the buses used on the 551 route through the village. She also gave details of the WCC Summer Holiday events for children and the changes in the system for bus passes on school transport.

**District Cllr Tom McDonald** referred to the Wychavon Magazine, his Report covering planning workshops, the new Parish Plans booklet, the need for a Parish Needs Survey, refuse collection contracts and the possible impact of roadworks in Pershore High Street.

#### 68/07 FINANCE

##### 1. Receipts and Payments Account: 03.05.07 - 01.06.07

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, 01.06.07 - 31.07.07	<b>£460.28</b>
expenses, 01.03.07 - 30.06.07 £51.31 + £0.48 VAT	<b>£ 51.79</b>
Staples UK Ltd - photocopying, stationery, stamps £48.16 + £7.01 VAT (4 invoices)	<b>£ 55.17</b>
Steve Gwilliam lengthsman duties (June)	<b>£205.00</b>
Limebridge Rural Services Ltd, mowing Cemetery and Green (May + verges) £505.00 + £88.38 VAT	<b>£593.38</b>
(June) £420.00 + £73.50 VAT	<b>£493.50</b>
Charles Tooby, Internal Auditor	<b>£ 50.00</b>
Community First subscription	<b>£ 38.00</b>
N Power £145.14 + £7.26 VAT	<b>£152.40</b>

##### Confirmation of payment made, 07.06.07

Steve Gwilliam lengthsman duties (May)	<b>£160.00</b>
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**69/07 NEW MODEL CODE OF CONDUCT**

The Chairman reported that the Parish Council will need to approve this at the September meeting. He explained that, unlike the previous Code, this Code applies uniformly to all local authorities and, although there are few differences, although not all exceptions will relate to parish councils. Section 12(2) gives a councillor the right to speak as a member of the public. The Chairman explained a procedure for public speakers at meetings of the Council and Committees.

**70/07 HIGHWAY MATTERS**

These had been covered earlier in the meeting.

**71/07 CHARLTON PARISH PLAN**

The Chairman circulated a report of the analysis of the comments, which had been prepared by Bill Rose. There seems to be only two main issues, the need for a post office/shop and road maintenance/traffic speed. There is now a need to categorise the issues, eg the suitability of the highway network and the need to keep Charlton and Crophorne separated.

It was agreed that the Chairman and Cllr Eggleston (and members of the previous Parish Plan Group?) should meet to discuss and report at the next meeting. It was felt that a subsequent meeting with Gill Collin, Head of Planning at WDC would be appropriate, in October/November, possibly with Crophorne and Fladbury PCs.

**72/07 COMMUNICATING WITH PARISH RESIDENTS**

Although QPS cannot be applied for now it was noted that Parish Council information is already available on notice boards and the web site. Five Alive and the Evesham Journal have received reports in the past and could, possibly, be used again. It was suggested that a door to door flier would be suitable and the Clerk was asked to prepare an A4 sheet, with several bullet points, to the next meeting.

**73/07 USE OF VILLAGE NOTICE BOARDS**

Mrs Waterman has reported that unauthorised "business" notices have appeared on the Community Notice Board, involving breaking in. It was agreed that some form of padlock should be used and the Chairman and Clerk will discuss how this can be achieved; Mr Gisborne would be asked to fix it, if necessary. It was further suggested that a suitably worded notice stating the limitations for the display of notices be put in the notice board.

**74/07 PLANNING COMMITTEE**

The report of the Planning Committee meeting held on 17<sup>th</sup> May 2007 was noted.

**75/07 CALC MATTERS**

The Chairman reported on the Area Meeting held on 7<sup>th</sup> June. He commented that CALC is awaiting advice from NALC on the new Code of Conduct.

**76/07 CORRESPONDENCE FOR INFORMATION**

The following correspondence was noted:

1. Planning Inspectorate, notice of appeal by Mr C Phillips, Cotswold Dawn/Cotswold View, Ryden Lane

2. WDC - Parish Matters
3. WDC - Building Design Awards 2007
4. WDC - Arts Development newsletter
5. WCC - Bus Bulletin - minor changes of 550/551 route through Pershore
6. WCC - Review of Library services
7. Magazines, including Community First Newslite, Local Council Review, Clerk and Council Direct, Wychavon Annual Report
8. WDC - Boundaries of the LSPs

**77/07 ITEMS FOR INFORMATION/INCLUSION ON NEXT AGENDA**

There is a need to check to see if The Green is registered as a Village Green.

**78/07 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be on Thursday, 13<sup>th</sup> September 2007.

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