

**Minutes of the Meeting of the Parish Council held on Thursday, 13th September 2007,
at 7.30 pm, in the Old School Room, Charlton**

PRESENT Cllr B B Browne (Chairman)
Cllr Mrs D M Barlow (from Item 3, Minute no. 81/07)
Cllr S M Eggleston
Cllr Mrs B W Jack

In attendance: District Cllr Tom McDonald
Steve Gwilliam, Parish Lengthsman
Roger Gurney, Clerk to the Parish Council

79/07 APOLOGIES FOR ABSENCE

These were received and accepted from Cllr Grazier and Cllr Wood.

80/07 DECLARATIONS OF INTEREST

None.

81/07 PARISH COUNCIL VACANCIES

The Clerk reported that an application had been received, from Mrs Diane Mary Barlow. On being put to the vote it was agreed that Mrs Barlow be co-opted to the Parish Council. Mrs Barlow signed the Acceptance of Office and took her place in the meeting. The Clerk will arrange for a further advertisement to be displayed for the remaining vacancy.

82/07 MINUTES OF THE MEETING HELD ON 12th JULY 2007

The draft Minutes had been circulated previously and, subject to a typographical error in the last line of Minute no. 66/07(2) it was proposed by Cllr Mrs Jack, seconded by Cllr Eggleston and RESOLVED that these be signed as a true record.

83/07 PROGRESS REPORTS FOR INFORMATION

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- 1. Footpath Warden.** Clive Bostle was unable to attend, but the Chairman reported that two bridges on public paths in the Parish have been repaired following the recent floods.
 - 2. Lengthsman.** Steve Gwilliam was invited to speak. He reported that some time in August had been spent checking flood damage, which proved that work done earlier in the year had been effective in many places. He had cleared the visibility splays at Boston Lane/B.4084 and Haselor Lane. A gully under Yessell Lane, near the cottages, appears to be blocked and the Clerk will report this to WCC. Steve Gwilliam reported that part of the front hedge at the Cemetery has died, as it has been covered in creeper. He will cut it out and replant with hawthorn during the winter.
 - 3. Community Notice Board.** The Chairman had contacted the supplier of this notice board and additional items for securing the doors had been received - at no cost. He will discuss the details with Mrs Waterman prior to fixing.
 - 4. Registration of Village Greens.** The Clerk has not yet been able to check whether there is a need for this.

ADJOURNMENT FOR PUBLIC FORUM

(One member of the public was present, who raised the problem of football being played on The Green, the damage done to the wall opposite the bus shelter in the floods and removal of stones by youths. The Police have been informed, but the Chairman agreed to email PC Julie de Paris, asking her to come at specific times. The Clerk would send on any letter relevant to the flooding that he received to WDC).

84/07 COUNTY AND DISTRICT COUNCILLORS REPORTS

District Cllr Tom McDonald was invited to speak. He reminded the PC that £200 is available for each property flooded in the July floods, as well as Council Tax reductions. Advantage West Midlands has made funds available to aid the clear up, eg with farmers. The Chairman reported that he had contacted the Environment Agency regarding the dredging of the larger rivers, as this has had a knock-on effect on minor watercourses, such as Merry Brook, as there have been two floods since that practise ceased. The PC expressed thanks to Cllr McDonald for his help during the flood period.

Cllr McDonald reported that the Pershore High Street scheme is a WCC scheme, due to run from mid January for 4 months. WDC will put £100,000 in to the scheme for enhancement and amenity improvements.

The Waste Disposal contract is currently out to tender; the current system of weekly collections is to remain, but there will be some flexibility to enable other options to be considered.

County Cllr Mrs Liz Eyre had given her apologies, but she had emailed a report to the Clerk. She is collecting and collating information regarding the extent of the floods; she asks for as many highway matters to be passed through the Hub; there is concern in finding the money to repair the “Crophorne Canyon”; comments re the 551 bus route have been passed to First, as this is a commercial route.

85/07 VILLAGE CLEAN-UP BURSARY

Members expressed their gratitude to the Scout Group for their effort on behalf of the community. It was resolved that £100 be given to the Scout Group, but consideration of the further distribution be deferred to the next meeting.

86/07 REQUESTS FOR FINANCIAL ASSISTANCE

(1) Charlton Church clock. A request was received from Mr Heath, asking whether the Parish Council would make a small contribution towards the running costs of the clock, which is serviced annually at a cost of about £80 + VAT. Members were prepared to make a contribution of £40 towards this year’s maintenance and the Clerk was asked to check the details and to report back at the next meeting.

(2) Workman Trust. The Chairman received an email regarding a grant application to WDC for work to the Old School Room, which needed the support of the Parish Council. As no details have been received this item was deferred to the next meeting, when it is hoped additional details are available.

87/07 REPORT OF THE EXTERNAL AUDITOR

The Clerk read out the letter from the External Auditor, confirming that an unqualified audit opinion has been given. The closure of the audit was advertised on 10th August.

88/07 FINANCE

1. Receipts and Payments Account: 01.06.07 - 03.09.07

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, 01.08.07 - 30.09.07	£460.28
Staples UK Ltd - photocopying, stationery, stamps £44.34 + £6.21 VAT (2 invoices)	£ 50.55
Steve Gwilliam lengthsman duties (August) post flooding work	£120.00 £ 80.00
Limebridge Rural Services Ltd, mowing Cemetery and Green (July + verges) £505.00 + £88.38 VAT	£593.38
(August + verges) £505.00 + £88.38 VAT	£593.38
Clement Keys, Auditors £135.00 + £23.63 VAT	£158.63
Charlton Scout Group	£100.00
<u>Confirmation of payment made, 10.08.07</u>	
Steve Gwilliam lengthsman duties (July)	£160.00

89/07 NEW MODEL CODE OF CONDUCT

The Chairman explained the options in the draft procedure for speaking at Council and Committee meetings which was circulated with the agenda. Subject to one amendment this was proposed by Cllr Browne, seconded by Cllr Eggleston, and agreed. This procedure now reads as follows:

“Members of the public may only address the Council or one of its committees on an issue relevant to Charlton Parish at a time allocated by the Council.

The times allocated are:

Council: During the period reserved for the public, usually after “matters arising from the minutes of the previous meeting”, and when the Council has adjourned for the purpose. This period is normally limited to 15 minutes.

Committees: During a period normally limited to 15 minutes at the start of the Committee meeting.

When the Council, or one of its Committees, is in progress members of the public may not speak, unless specifically invited to by the Chairman to do so.”

That the new Code of Conduct including Section 12(2) be adopted was proposed by Cllr Browne, seconded by Cllr Eggleston, and agreed.

90/07 FLOODING PROBLEMS RESULTING FROM 20TH JULY FLOODS

Much of this had been raised and discussed during Cllr McDonald’s report. It was emphasised that WDC needs to be kept informed of the various problems which have arisen. A plan received from WDC asking for the extent of the floods will be completed by the Chairman, who will also keep in contact with the Environment Agency.

91/07 HIGHWAY MATTERS

Again, these matters had been discussed earlier in the meeting. The Clerk was asked to inform WCC via the Hub of the 3 large potholes on the road between the Cemetery Bridge and Jubilee Bridge. It appears that there may be a parking problem on The Green and this will be monitored prior to the next meeting.

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92/07 SEAT IN THE CEMETERY

The Clerk reported that the offer of a seat in the Cemetery had been made to him by the daughter of the late Mrs Ruth Habbits, a Parish Councillor for some 40 years. The Parish

Council was pleased to accept and the Clerk will discuss the offer and details with the Cemetery Working Group.

93/07 WILLOW TREE ON THE GREEN

Cllr Grazier had informed the Chairman that he would arrange for necessary work to be done on the willow tree and he will arrange for the branches on the grass to be removed.

94/07 CHARLTON PARISH PLAN

The Chairman and Cllr Eggleston had discussed the results of the consultation on November 2005. Further work needs to be done before a report can be made back to local residents. It is hoped to report further at the next meeting.

95/07 COMMUNICATING WITH PARISH RESIDENTS

The Clerk agreed to email his A4 sheet of the July meeting, as well as a similar report of this meeting, to Cllr Eggleston.

96/07 REVIEW OF POLLING FACILITIES IN CHARLTON

The Parish Council has been asked for its view on the arrangements for polling in the Parish and to suggest any appropriate changes. Members felt that the current facilities and arrangements are satisfactory.

97/07 CLERK'S BROADBAND

The Clerk reported that, following receipt of the bursary, he has now arranged to be connected to BT broadband: this also includes a fixed rate for telephone calls. It was agreed that the Parish Council re-imburses the Clerk £11.00 per month, to cover both broadband and telephone calls.

98/07 PLANNING COMMITTEE

The reports of the Planning Committee meetings held on 12th July 2007 and 16th August 2007 were noted.

99/07 CALC MATTERS

The Chairman reported on the Area Meeting held on 12th September, where the main topic for discussion was the recent flooding. He reported that the AGM for CALC will be held on Thursday, 4th October, when the funding problem will probably be discussed.

100/07 CORRESPONDENCE FOR INFORMATION

The following correspondence was noted:

1. N Power - revised charges
2. WCC - changes to local bus services from 2nd September
3. SWJCS - notes of meetings held in July 2007
4. Magazines, including Worcestershire Warden, Local Council Review, Clerk and Councils Direct,

101/07 ITEMS FOR INFORMATION/INCLUSION ON NEXT AGENDA

Response of the police regarding the problems with the wall opposite the bus shelter.

102/07 DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Thursday, 8th November 2007.

8th November 2007