

## CHARLTON PARISH COUNCIL

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**Minutes of the Meeting of the Parish Council held on Thursday, 13<sup>th</sup> March 2008, 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  
Cllr Mrs F Wilkinson (from Item 4, minute no. 24/08)  
Cllr M P Wood

In attendance: Clive Bostle, Parish Paths Warden  
Roger Gurney, Clerk to the Parish Council

**21/08 APOLOGIES FOR ABSENCE**

These were received and accepted from Cllr Mrs Barlow and District Cllr McDonald.

**22/08 DECLARATIONS OF INTEREST**

None.

**23/08 PARISH COUNCIL VACANCIES**

The Clerk reported that one application had been received, from Mrs Frances Wilkinson. On being put to the vote it was agreed that Mrs Wilkinson be co-opted to the Parish Council. Mrs Wilkinson signed the Acceptance of Office and took her place in the Meeting.

**24/08 MINUTES OF THE MEETING HELD ON 10<sup>th</sup> JANUARY 2008**

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

**25/08 PROGRESS REPORTS FOR INFORMATION**

- 1. Footpath Warden.** Clive Bostle was invited to speak. He reported that he had attended the annual meeting for wardens and now had the updated list of problems on paths in the Parish. He has completed the waymarking of Shakespeare's Avon Way across the Parish. WCC is producing some Local Paths Maps and he will make a "bid" for one to be prepared for Charlton. He reported on some current problems, including the damaged finger post off Ryden Lane, which Cllr Grazier agreed to reinstate. The Chairman thanked Clive Bostle for his continued work on Charlton's footpaths.
- 2. Lengthsman.** Steve Gwilliam was not in attendance, but the Clerk was asked to update him on matters arising from the Flood meeting and moles in the Cemetery.
- 3. Offer of seat in the Cemetery.** Cllr Mrs Jack has discussed the siting of the seat kindly donated by Mr and Mrs Gisborne and the Clerk reported that Mrs Habbitts' daughter will be discussing the details of the siting with Cllr Mrs Jack when the seat has been delivered.
- 4. Litter picking bursary.** The Clerk reported that the details have been passed to Mrs Owen who will make the necessary arrangements with WDC.
- 5. Publicity via Five Alive.** Cllr Mrs Barlow had arranged some publicity for the Flood meeting in Five Alive and further items of Parish Council business should be publicized in the future.

**6. Unauthorised development, Haselor Lane.** The Clerk reminded the Council that there had been complaints since November about the making of a driveway across agricultural land and storage of plant and machinery on the land. WDC Planners had been reluctant to take action, but it is understood that they are making further enquiries.

#### ADJOURNMENT FOR PUBLIC FORUM

*(2 members of the public were present and all questions raised matters regarding the flooding on 20<sup>th</sup> July 2007 and the Flood meeting held on 7<sup>th</sup> February 2008. The Chairman took the opportunity to explain that WDC had told him that WCC Highways had worked on Ryden Lane, that the EA had completed an impact assessment on Merry Brook and work should be started soon. The PC had received a grant of £2,000 from WDC and £50 from Cllr McDonald for flood prevention work. He reported that WDC had held a Flood Fair and information is available from the Chairman. Limebridge Rural Services Ltd, the PC's contractor, has been asked to find the brook levels across the Green.*

*Cllr Grazier, speaking as a member of the village Flood Committee, said that they had met Bill Garrad and work on dealing the problems in Merry Brook would start within 2 weeks. This will entail clearing the Brook upstream from the Cemetery bridge, clearing overgrowing trees and shrubs, widening/straightening as necessary, removing silt from the main channel to lower the bed, landscaping around the footbridge to allow flood water to flow around it rather than impeding it. Minor work would be undertaken between gardens. The letter sent out by the Flood Committee, although causing an over-reaction by WDC, showed that this work did have the support of residents. WCC highways had not yet cleared the 2 gullies in Brook Lane, as had been promised. Reference was also made to a report on Flooding by Chipping Campden TC)*

#### 26/08 COUNTY AND DISTRICT COUNCILLORS REPORTS

**County Cllr Mrs Liz Eyre** was not in attendance and there was no report. However, the Clerk was asked to write to WCC highways to ascertain the priority for the repair and improvement for Canada Bank, which has deteriorated badly during the last year, especially as there has been increased usage as a result of the Crophorne Canyon. **District Cllr Tom McDonald** had sent an apology and the Clerk reported the main aspects of his report. First, the Council Tax for WDC has been increased by 2.5%. Second, there will be investment by WDC for affordable housing, improved waste and recycling collection services, community safety and CCTV. Work is in progress to implement Flood Action Plans and there is a workshop on the improvement and development of rural play areas.

#### 27/08 REQUESTS FOR FINANCIAL SUPPORT

1. **Wychavon CAB.** The letter was circulated with the agenda. It was proposed by Cllr Mrs Jack, seconded by Cllr Eggleston, and agreed that a grant of £50 be given.
2. **MENCAP.** The letter was circulated with the agenda. It was agreed that no grant be given.
3. **Rural Rate Relief.** The letter from WDC regarding the request from the landlord at the Gardeners Arms was circulated with the agenda. Members agreed with Option B, that the business is of benefit to the community but that it is not reasonable to grant relief, because the size of the contribution is out of relation with the size of the Parish precept.

**28/08 FINANCE****1. Receipts and Payments Account: 03.12.07 - 03.03.08**

This was circulated with the agenda and was accepted.

**2. Accounts for Payment**

It was proposed by Cllr Mrs Jack, seconded by Cllr Eggleston and agreed that the following accounts be paid:

R D Gurney, salary, 01.02.08 - 31.03.08	<b>£485.56</b>
back pay 01.04.07 – 31.01.08	<b>£126.40</b>
expenses, 01.11.07 – 29.02.08, including scanner and training, £149.06 + £9.08 VAT	<b>£158.14</b>
Staples UK Ltd - photocopying, stationery, stamps £23.47 + £2.17 VAT (3 invoices)	<b>£ 25.64</b>
Worcestershire CALC - Clerks meeting 18.02.08	<b>£ 25.00</b>
Prysmian Cables & Systems Ltd - £457.29 + £80.03 VAT	<b>£537.32</b>
Steve Gwilliam lengthsman duties (February)	<b>£ 80.00</b>
hedge replanting at Cemetery	<b>£196.00</b>
Wychavon CAB	<b>£ 50.00</b>
<u>Confirmation of payment made, 07.02.08</u>	
Steve Gwilliam lengthsman duties (January)	<b>£200.00</b>

**29/08 AMENITY MAINTENANCE**

**1. Maintenance charges for 2008.** The letter from Limebridge Rural Services Ltd, setting out the charges for the various items of maintenance for 2008, was enclosed with the agenda. It was proposed by Cllr Mrs Jack, seconded by Cllr Eggleston and agreed that these be accepted.

**2. Confirmation of action taken to cut back the Cemetery hedge.** Limebridge Rural Services had advised the Clerk in January of the need to cut back the hedge along the eastern boundary. In view of the timescale this was discussed informally with members present at the Flood meeting on 7<sup>th</sup> February, the result of which the Clerk informed Limebridge. That this be confirmed was proposed by Cllr Wood, seconded by Cllr Eggleston, and agreed. The Clerk understood that the work had only just been completed.

**30/08 FLOOD PREVENTION UPDATE AND PROGRESS**

Much of what the Chairman intended to report had been reported during the public forum (details of which are given above). He reported that he had asked John Stedman (Limebridge) for a quotation for clearing the brook across the Green, and Mr Stedman had told the Chairman that he had access to expertise on this type of matter. However, in the light of the works planned and paid for by the Environment Agency during the next few weeks, it was agreed that any work by Mr Stedman should be put on hold. The Chairman formally reported that Cllr McDonald had given £50 towards the Parish Council's flood alleviation work.

It was felt that the PC would not object to the removal of the existing footbridge across the brook, as part of the landscaping scheme associated with flood alleviation. This can be raised at the Parish Meeting.

Cllr Grazier reported that the Flood Committee had suggested that the PC writes to the riparian owners, to ask them to clear their section of Merry Brook of overgrowing trees,

etc. Cllr Grazier agreed to draft a letter for the Clerk to send to Mr Perry of the EA. There will be a campaign for volunteers to carry out works.

**31/08 HIGHWAY MATTERS**

There has been no maintenance of roads in the village during this year and, as the new financial year is approaching, the County Council is to be asked for repairs to be done as a priority on Canada Bank (west side), at the Cemetery Bridge, Boston Lane, and The Dovecote. For the six months of the "Crophorne Canyon" the road through Charlton was very well used and this has contributed to its deterioration.

**32/08 ARRANGEMENTS FOR ANNUAL PARISH MEETING (10<sup>th</sup> APRIL 2008)**

The arrangements are in hand. The Chairman will prepare a report of the work of the PC during the year and send some invitations. The Clerk will prepare a financial statement. It is felt that a newsletter could be prepared and distributed after this meeting.

**33/08 PLANNING COMMITTEE**

The reports of the Planning Committee meetings held on 10th January 2008 and 21<sup>st</sup> February 2008 were noted.

**34/08 CALC MATTERS**

The Chairman reported on the Area Meeting in March.

**35/08 CORRESPONDENCE FOR INFORMATION**

The following correspondence was noted:

1. WDC Vale of Evesham Agriculture and Distribution Policy Development Panel
2. WDC Rural Play Workshop, Saturday 12<sup>th</sup> April, Civic Centre
3. Audit Commission – appointment of external auditor – Clement Keys
4. Wychavon Sport – 2008 Wychavon Parish Games
5. Local Council Services – training and support for PCs
6. Department for Communities and Local Government – consultation on orders and regulations relating to the Code of Conduct and meeting on 19<sup>th</sup> March
7. WCC Children and Young People's Plan, second consultation
8. WCC Bus Bulletin
9. Regional Spatial Strategy extension of consultation period
10. Magazines, including Local Council Review, Community First Newline, Clerks and Councils Direct, Enjoy England

**36/07 ITEMS FOR INFORMATION/INCLUSION ON NEXT AGENDA**

The Chairman distributed an extract from the web site which sets out procedures of the Parish Council.

**37/07 DATE OF NEXT MEETING**

The Annual Meeting will be held on Thursday, 10<sup>th</sup> April 2008.  
The next meeting of the Parish Council will be on Thursday, 8<sup>th</sup> May 2008.

8<sup>th</sup> May 2008