

Minutes

June 2016/23

Minutes of a meeting of Cradley Parish Council held on Tuesday 14th June 2016
In Cradley Village Hall commencing at 7.30pm following a meeting of the Planning Committee

Present – Cllrs. K. Nason (KN – in the Chair) D. Scully (DS) A. Carver (AC) C. Lambert (CL) W. Harries (WH) B. Herriot (BH) F. Beard (FB) S. Davies (SD) G. Fielding (GF) A. Eldridge (AE) A. Scarsbrook (AS) and S. Roffe (SR).

Apologies for inability to attend the meeting had been received and were approved from C. Lowder, T. Lloyd-Jones and G. Thomas.

Also attending the meeting was County Councillor P. Morgan, the Clerk and numerous members of the public.

Declarations of Interest in items on the Agenda – the Chairman declared an interest in items included for payment to both himself and Cradley Village Hall and signed the Register. No other declarations received.

Minutes – The Minutes of the Annual Meeting of the Parish Council held on 10th May 2016 were taken as read, approved and signed by the Chairman subject to two/three minor items including the type of material to be used in the repairs being carried out by Balfour Beatty at Pound Bridge.

County Councillor Report – Cllr. Morgan advised that the southern link road had been approved by the Committee and that in time this would form part of a by-pass for the City. She further advised that consultations on the future of the bus service will take place later this year and following a request by Simon Davies for some form of traffic calming in the Parish, Geoff Fielding advised this was on his work Agenda and Simon Davies offered to assist in looking into what could be achieved.

Planning – the Chairman advised the following planning applications had been discussed –

- No. 161449 – Cradley C of E Primary School – installation of mobile classroom – **no objections raised to this temporary accommodation.**
- No. 161345 – Pound Bridge, Cradley – partial reinstatement of old pig sty to make open porch. Replacement conservatory. Timber and panel repairs to east and south elevations – **no objections raised.**
- No. 153498 – Quarry Cottage, Storridge – erection of two bay garage – **no objections raised.**
- No. 161234 – Hidelow House, Acton Beauchamp – change of use of buildings from residential and/or holiday let use Class C3 to residential institution Class C2 – **“whilst the Parish Council regret the loss of holiday accommodation in this area, we support this application”.**

The Chairman closed the Parish Council meeting to allow public participation on the planning item at Hidelow House

A spokesperson for approximately ten members of the public in attendance raised concern about the possible change of use of Hidelow House to Class C2 housing children with complex needs in open residential, unsecure, accommodation adding that they felt there was nothing to stop adults being housed there in the future. Concerns were expressed over effect on local Doctors, increased traffic in the area and loss of tourism/holiday accommodation. The son of the owners of the property added that it was thought the proposal would have minimal affect on the area.

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The Chairman re-opened the Council meeting

The Chairman sought views from around the table on the application and with nine Councillors in favour of the application, none against and three abstentions, it was agreed that the Council's earlier decision would remain.

Update on outstanding matters –

- (1) Defibrillator – BH advised the telephone box had not been used once in the last year, and would become the responsibility of the Parish Council once we have adopted/purchased it for £1. Confirmation of funding awaited and BH had checked with the Clerk that the Council held the necessary insurance for public liability and also that the Parish Council could reclaim the VAT. Free training will be given for use of the defibrillator and the annual cost would be about £126 a year plus replacement pads after their use. AC advised that recent training in the village hall had proved very successful and it was proposed to hold more in the future which would all be beneficial to the installation of the defibrillator.
- (2) Pound Bridge – work started a few weeks ago, but had to be suspended on the instructions of the Environment Agency after Balfour Beatty reported that crayfish and water voles had been found on site. The bridge had been completed but the work to the banks had ceased until the end of the breeding season in about September. It was also reported that further problems downstream may arise in the future.
- (3) Code of Conduct – it was agreed not to proceed with the proposals which had been circulated following problems experienced earlier in the year regarding co-option, as a result of which the Parish Council had sought the legal advice of Paul Clayden, Chief Executive of the Local Councils Advisory Service. Whilst it was considered essential to amend the Council's guidance documents to ensure that correct procedures took place in the future in the event of a vacancy on the Council occurring, it was agreed that all Councillors would read the Code of Conduct and consider any amendments they felt might be necessary in the hope that this could be finalised at the Council meeting in July.
- (4) Resilience Group – further meeting taking place later in the month and Derek Scully agreed to join the group as a representative for the Storrige area.
- (5) Account for purchase of Lengthsman materials – agreed to open an account at Bromyard Timber, application form submitted and it was also agreed to purchase the materials for the necessary repairs to the gate and fence at Buryfields for the sum of £158 excluding VAT. Unanimous confirmation to proceed - one Councillor against the proposal.
- (6) Legacy of £1,000 in the Accounts – It was reported that the Cradley Youth Group was no longer in existence, and it was suggested to split the legacy equally between other youth groups in the Village, but this would appear on the Agenda for the July meeting when the Chairman of the Parish Council could report and advise further.
- (7) Charles Arnold Baker – Unanimously agreed the Clerk purchase the latest edition of Charles Arnold Baker through HALC.

Commented [k1]: Not the bridge railings

Financial matters –

- (1) Payment of the following accounts –
 - (a) HMRC, PAYE £150.00.
 - (b) Cradley Village Hall, re Cluster meeting £37.50.
 - (c) Terry Robshaw, internal auditor honorarium £75.00.
 - (d) Viking Stationery £51.47.
 - (e) Data Protection registration £35.00.
 - (f) Ken Nason, Parish meeting refreshments £10.00.
 - (g) Clerk, expenses April-June £123.

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On a proposal by AC seconded by GF and carried these Accounts were approved for payment and cheques signed accordingly.

Financial matters continued –

(2) Approval of -

- Annual Governance Statement.
- Audited Accounts to 31st March 2016.
- Annual Return

Copies of these documents had been forwarded to all Councillors prior to the meeting and Councillors had been advised by the Clerk that the facts stated in the Annual Governance Statement were now their responsibility to ensure that all the regulations had been complied with in accordance with new Financial Regulations.

On a proposal by KN seconded by FB and carried all the above documents were approved as drawn and signed off by the Vice Chairman in the absence of the Parish Council Chairman.

Reports –

- Footpaths, wildlife & environmental Group – GF advised further meeting planned for later in the month – full update to follow at July PC meeting.
- Recreation Group – no full report available due to the absence of the Chairman but advised that the group were looking to improve the condition of the grass on the football pitch.
- NDP – Statement read (and circulated) from TLJ giving update on proceedings – SR commented that she would prefer a far more detailed update.
- Small Donation Group – copies of various documents had been circulated and DS advised that they planned to produce an application form, flow chart and an attempt to indicate what types of bids would be approved which it was confirmed could be applied for at any time.
- Lengthsman/P3 – GF advised the Contract had now been signed by Balfour Beatty and tenders sought for appointment of Lengthsman . Full update at July meeting.

Commented [k2]: Add that AC agreed to be a second interviewer of applicants

Public Question Time –

Lady queried the proposed positioning of the defibrillator in the telephone booth by the Old Post Office as the area was prone to flooding.

Roman Iwanczuk suggested deferring “legacy donation” until the Parish Council are sure that the Youth Group has been wound up.

Correspondence & Literature – The Clerk advised the following had been received during the month Clerks & Councils Magazine.

- ❖ Letter from Mrs. H. Platt concerning the future of the bus service.
- ❖ Letter from Mrs. Jean West concerning the future of bus service.
- ❖ Letter from “Fields in Trust” enquiring whether the Parish Council wished to nominate a field to the trust which, once an appropriate site had been agreed, the Council would be required to complete a Deed of Dedication to protect the green space in perpetuity which this action would not require any change to the ownership and management of the site which would remain entirely at local level.
- ❖ Telephone call from Enforcement Officer at Herefordshire Council that they had been informed the Parish Council were felling trees in an area at Kingsbridge – project called HOV. The name of the informant was not disclosed by the Enforcement Officer had attended on site, met with informant, and advised the Clerk via e-mail that this was neither the Parish Council’s responsibility or the actions of the HOV.

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- ❖ E-mail from Mike Sheriff regarding fact Sundown Lodge was shown as outside settlement boundary in NDP.
- ❖ Lengthsman Contract signed by Balfour Beatty received.

Newsletter – WH stated that he was extremely unhappy that his Report on the NDP had been changed following the meeting last month without any consultation with him regarding the change and stated very clearly that this should not be allowed to happen in the future if his name appeared at the foot of the Statement.

Items for the newsletter following this meeting included

- (1) Cllr Morgan had indicated the new southern link road which had recently been given the go ahead by Herefordshire Council would eventually form part of a future by-pass around the city. She also advised that our local bus service was up for review later in the year.
- (2) Funding for defibrillator had been applied for.
- (3) Part of work at Pound Bridge had been completed but restoration of the banks had been delayed until after the breeding season finished due to the fact that both crayfish and water vole had been found on site.
- (4) NDP responses will be published on the website.
- (5) All the paperwork in connection with the Annual Accounts and Annual Return to 31st March 2016 had been approved and signed off by the Chairman.
- (6) Seek to encourage people to use the new Parish Council Facebook.

There being no further business, the Chairman declared the meeting closed at 9.35pm.

Next Meeting will take place on Tuesday 12th July 2016 in Cradley Village Hall commencing at 7.30pm following a meeting of the planning committee at 7pm.

Signed..... Dated.....
Chairman.