

Minutes of the Meeting held 17 November 2016 at Feckenham Village Hall, Feckenham

Present: Councillors: A Smith (Chair), P Dormer, Q Cary, S Arthur & I Bellion. Co-opted Cllrs H Hammersley & E Guise joined the Council at 7:40pm.

In Attendance: S Arble (Clerk) and 8 members of the public.

190 No apologies received.

191 No interests declared.

192 No dispensation requests.

193 **The Council resolved** to approve the **Minutes** of the meeting held 15 September 2016 at Feckenham Village Hall, Feckenham subject to the following amendments:

A. Minute 187 should read "17 November 2017".

194 **The Council resolved** to appoint Dr Hugo Hammersley as a member of the Council. Cllr Hammersley signed the Declaration of Acceptance of Office/Undertaking to Observe the Code of Conduct.

195 **The Council resolved** to appoint Mrs Erica Guise as a member of the Council. Cllr Guise signed the Declaration of Acceptance of Office/Undertaking to Observe the Code of Conduct.

196 **County Councillor Report:** Cllrs Gretton and Cross not present. By email Cllr Cross stated Superfast Broadband is due to be installed by the end of the year.

197 **Borough Councillor Report:** Cllrs Potter and Clayton offered their apologies.

198 The Chairman moved: The meeting is now adjourned to hold Public Question Time from 7:35 until 7:55pm; see notes at end of minutes for public comments.

199 The Chair moved: To consider items 10B, 10B-1 and 10B-2.

200 **The Council resolved** continue to act as the sole Trustee of Feckenham Village Square Amenity Trust (registered charity 1060836).

201 **The Council resolved** to receive a report from the Clerk to the Feckenham Village Square Amenity Trust at each ordinary Council meeting.

202 **The Council resolved** to appoint Cllrs Bellion and Smith to serve on the Feckenham Allotments and Leisure Gardens Society.

#### PLANNING

203 **The Council resolved** to consider planning application 2016.312.FUL by delegation to the Clerk.

204 2016.264.FUL: RBC approved; by delegated decision to the Clerk there were no objections from FPC.

205 2016.297.FUL: RBC approved; by delegated decision to the Clerk there was no comment from FPC.

206 RBC Pending

A. 2016.275.FUL: By delegated decision to the Clerk there was no comment from FPC.

B. 2016.286.FUL: By delegated decision to the Clerk there was no comment from FPC.

C. 2016.305.LBC: By delegated decision to the Clerk the Council had no objections subject to the views of the Local Planning Authority conservation officers.

207 **The Council resolved** to write a letter to RBC Cllrs Potter and Clayton and request an explanation why they chose to support the expansion of Astwood Business Park without consulting the Parish Council or parishioners with regard to the consequences of such an expansion and its effects within the parish. **ACTION: Chair Smith to draft letter.**

208 **The Council resolved** to write a letter to RBC Head of Planning and request notification of planning applications in other parishes which directly affect Feckenham. **ACTION: Clerk to draft letter.**

209 **The Council resolved** to appoint Cllrs Cary and Dormer to the Clerk's Planning Delegation Scheme and retain Chair Smith in an advisory role. The current members of the scheme include Cllrs Bellion, Slade, Cary & Dormer.

#### FINANCE

210 The Council resolved to approve the payment schedule.

Ref	Cheque	Payee	Details	Total Payment	VAT	Net Payment	Chq Total	Date
24	979	A Farnsworth	Aug/Sept Lengthsman	£186.00	£0.00	£186.00		
25	979	A Farnsworth	Oct Lengthsman	£186.00	£0.00	£186.00	£372.00	17.11.16
26	980	S Arble	Sept/Oct wage	£538.98	£0.00	£538.98		
26	980	S Arble	Sept/Oct expenses	£32.00	£0.00	£32.00	£570.98	17.11.16
27	981	HMRC	Clerk PAYE Sept-Oct	£63.40	£0.00	£63.40		
28	981	HMRC	Clerk PAYE July-Aug	£63.40	£0.00	£63.40	£126.80	17.11.16
29	982	Grant Thornton	Ext Audit	£120.00	£20.00	£100.00		17.11.16
				<b>£1,189.78</b>	<b>£20.00</b>	<b>£1,169.78</b>		

Cheque #975 for £63.40 cut on 15.09.16 did not clear for lack of funds. The Clerk could not transfer funds between accounts due to the electronic card reader not working. The Clerk isn't authorized to transfer funds at a branch. Therefore, by the time a new card reader and password was received, the cheque failed to clear. Ref 28 is a new cheque to replace the uncleared cheque. The £35 bank charge mentioned in the Lloyds letter was rescinded because the Lloyds card reader was faulty.

211 **The Council resolved** to make an emergency decision and appoint Cllr Guise as a member of the Clerk's Financial Consultative Group.

# FECKENHAM PARISH COUNCIL

212

Cllr Cary confirmed the October 2016 reconciliation is correct.

Date 01.10.16 to Date 31.10.16

add	Current Account balance				4416.82
add	Deposit Account balance				20517.73
less	Cheques paid uncleared:				
equ	Balance C/F				24934.55

Opening Balance Deposit Account	23516.76
Add receipts for period	0.97
Less payments for period	3000.00
Opening Balance Current Account	33.97
Add receipts for period	4382.85
Less uncleared cheques	0.00
Less payments for period	0.00
Closing Balance	24934.55

213

The External Auditor, Grant Thornton, signed the Annual Return, however, there was a misunderstanding as to the comments. The Clerk contends that Accounts and Audit Regulations were adhered to in that the Annual Governance Statement was considered by the Council at the May 2016 meeting prior to the Statement of Accounts; the minutes of the meeting show this to be the case. However, the Clerk mistakenly put a wrong date in a box which made it seem as though Statement of Accounts was considered by the Council prior to the Annual Governance Statement. Based on the minutes, the Clerk requested the comments be amended to reflect the minutes of the meeting. Grant Thornton declined to amend their comments.

214

October 2016 I&E report noted.

### NEW MOTIONS FOR CONSIDERATION

215

The Council received a report from the NDP Working Party. **The Council resolved** to continue support for the NDP and appointed Chair Smith to serve on the Working Party.

216

**The Council resolved** to support the Voluntary Group's Working Party initiative to invite local volunteers to a meeting to discuss how volunteering can be improved.

217

**The Council resolved** to appoint Cllrs Cary and Smith to the Voluntary Group Working Party.

218

**The Council resolved** to set the meeting dates for 2017 – all Thursday dates: 16 Feb, 18 May, 20 July, 21 Sept, 16 Nov & 21 Dec. **ACTION: The Clerk to book dates.**

### CLERK'S UPDATE

Schedule of Correspondence Received (not already noted)

219

15.09.16: M Chute resignation email.



- 220 15.09.16: A Jones resignation letter.
- 221 02.10.16 letter: Age UK Reconnections Programme – **ACTION: Clerk to request flyer be placed in next edition of Feckenham News.**

222 No update on Clerk pension.

### PROGRESS REPORTS

223 **Broadband WP:** Cllr Cary reported that a new green box was installed. It is planned to connect lines without disrupting service. Expect download speeds up to 80mb with a minimum of 20mb. Upload speeds will be dramatically increased.

224 **Standing Orders WP:** Progress ongoing.

225 **Lengthsman & Flood Prevention:**

A. Ham Green Ditches #6264651: T Curwell of NWWM reported the issue to WCC Highways.

B. Drain on Astwood Lane, Lengthsman can't open; 210864

C. Drain on High St opposite #14, Lengthsman can't open; 210866

D. Drain on Astwood Lane near Yeates' Acre, Lengthsman can't open; 210860

E. Drain opposite Willowdene, Astwood Lane, Lengthsman can't open; 210859

226 **Footpaths:** No update.

227 **Traffic Calming WP:** Cllr Arthur reported the following:

A. B4090 speed test was corrupt; test to be reconducted.

B. 2 VAS signs for B4090 to cost ~£2500 each. WCC Cllr Cross to contribute £2000 and remainder to be sorted by WCC.

C. Another speed test to be conducted once VAS installed.

D. Cross hatching painted in the New Year near pub, Astwood Lane and bridge.

E. Rockhill Lane resurfaced.

F. Trees cut down at Rockhill Lane; more need to be removed.

G. Corner land at Astwood & Rockhill Lanes to be granted to FPC on short term. Goal is for WCC to take ownership and maintenance responsibilities.

H. Need to check on removal of hedge for a stock fence; possibly paid for land owner – possible may need a contribution from FPC.

I. At next meeting the Council will need to commit to improvements.

228 **Defibrillator:** Further training in New Year required.

229 **NDP:** No update.

### COUNCILLOR REPORTS & Future Agenda Items

230 Standing Orders – Working Party

231 Defibrillator Training – Cllr Bellion



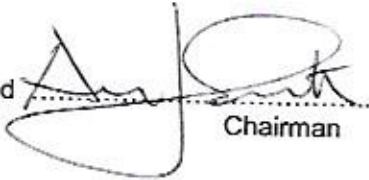
- 232 **The Council resolved** to conduct a job review for the Clerk prior to considering the contract. As Line Manager, Chair Smith to conduct review.

## Date and Venue of Next Meeting

- 233 Parish Council Meeting 7:30 on 15 December 2016 at the Feckenham Village Hall.

- 234 The meeting closed at 9:10pm.

Signed

  
Chairman

Date

15/12/2016

## PUBLIC QUESTION TIME NOTES

R Wee & D Nile, representing Feckenham Village Junior Football Club, gave a brief presentation.

- A. Club is chartered standard.
- B. Newly formed committee in the past year.
- C. Forced to pick up dog faeces on the pitch prior to matches. Perhaps larger and more signs are necessary to curb this behaviour.
- D. Ambulance needs access to the pitch, so parking on the drive would need to cease and a system of the key being available needs to be in place.
- E. There is an arrangement with Winfield's for Saturday parking.
- F. Would like an extra 30-60 minutes (until 1pm or 1:30pm) on match Saturdays with two club teams playing on the same day. Club would inform the parish when this is the case.

Mr M Fitzpatrick gave a brief presentation concerning the land at Paddocks.

- A. Planning application not yet submitted; hope to in next 2-3 days. Would like to get started on work in February.
- B. Would like to slightly alter design because outline approval plan is difficult to work with.

The Council invited M Fitzpatrick to make a more comprehensive presentation when the application is submitted.