

DEERHURST PARISH COUNCIL

Minutes of the Annual Council Meeting held on Tuesday, 27 May 2014, in Apperley Village Hall.

PRESENT:

Councillors - P Andrews
L Attard – Chairman
E Checkley
W Morris
J Natrass
J Pollard
J Smith
Mrs F Wallbank – Clerk

Parishioners: 0

1 APOLOGIES: County Councillor Awford, Ann Vaughan and Janet Dance

2 ELECTION OF OFFICERS DECLARATION OF ACCEPTANCE

The Chairman said he was happy to continue as Chair – Councillor Smith proposed Councillor Attard as Chairman and Councillor Andrews seconded the proposal. Councillor Attard accepted the post and signed the Declaration of Acceptance as Chair.

The Chairman then asked for nominations for Vice-Chairman – He proposed Councillor Morris to continue as Vice-Chair and Councillor Checkley seconded the proposal. Councillor Morris accepted the post.

3 DECLARATION OF INTEREST: None

4 MINUTES OF MEETING:

The minutes of the meetings held on the Monday, 24 March and 28 April 2014, having been circulated with the agenda were agreed and signed.

5 APPOINTMENT OF REPRESENTATIVES:

Village Hall	Chris Freeman (TBC)
Deerhurst Parish Playing Field	Brian Leeke
Public Rights of Way	Jim Pollard
Neighbourhood Watch	Emma Checkley
Snow	Steve Topham/Timothy Morris
Flood	Apperley, Gabb Lane: Ginger TBC Deerhurst: Norman Macpherson tbc Deerhurst Walton: Jonathan Smith
Planning Sub-Committee	Len Attard – Lower Apperley Jim Pollard – Apperley Emma Checkley – Deerhurst Jonathan Smith – Deerhurst Walton

6 COUNTY COUNCILLORS REPORT: Not present

7 BOROUGH COUNCILLORS REPORT: Not present

8 PLANNING:

8.1 Applications: None

8.2 TBC Decisions:

14/00263/FUL 26 Apperley Park, Apperley: Proposed single storey rear extension - Granted

14/00128/FUL: Rofield Lower Apperley: Removal of condition 5 of planning permission 99/7407/1124/FUL concerning restriction of building to holiday-let accommodation - **Granted**

14/00018/FUL 31 Lower Apperley: Proposed side/rear single storey extension to living accommodation – **Granted**

14/00001/FUL Dunroamin, Apperley: Single storey front side and rear extensions to provide bedrooms, porch and dining room. Creation of a new vehicular access - **Granted**

8.3 Appeals/Appeal Decisions: None to date

9 FINANCIAL MATTERS:

9.1 Accounts for payment and receipts:

Mrs F J Wallbank –

Salary for 1-31 May 2014	295.86		
Less Tax (20p overpaid for April)	59.00	236.86	Cheque No: 000751

Inland Revenue – Tax for FJW (less 20p Overpaid for April)		59.00	Cheque No: 000752
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Apperley Village Hall – cost of meeting Held on 28.4.14		15.00	Cheque No: 000753
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Countrywide:

Carrying out 1st grass cut	88.00		
	<u>VAT 17.60</u>	105.60	Cheque No: 000754

Came & Co due 1 June 2014		531.11	Cheque No: 000755
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Shirley Fowler: Carrying out internal audit		35.00	Cheque No: 000756
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Neil Benson: Repair leak at the allotments		65.00	Cheque No: 000757
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Countrywide: Carrying out 2 nd and 3 rd Cuts	176.00		
	<u>VAT 35.20</u>	211.20	Cheque No: 000758

Cost of paint for play equipment, brushes Etc (refund due to Clerk)	207.97		
	<u>VAT 41.59</u>	249.56	Cheque No: 000759

Total Payments		£1508.33	
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Receipts

Precept for 2014/15		7118.00	
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Allotment rents		380.00	
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Total Receipts		£7498.00	
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9.2 Financial Statement: Noted and signed by the Chairman.

9.3 Accounts for the year ended 31 March 2014: : Clerk reported that Shirley Fowler had completed the Internal Audit and reported as follows:

- Applied the tests as set out in Appendix 8 of the Practitioner’s Guide Governance and Accountability in Local Councils in England and Wales and found them to be satisfactory.
- Confirmed that Risk management procedures currently in place are completely appropriate, sufficient and very well monitored in accordance to the Risk Management file.
- Tested payment procedures as against receipts/invoices, cheques drawn and bank statement entries and found these to be satisfactory, also leaving a good audit trail.
- Understands that no Petty Cash system operates within the Parish Council

Shirley therefore completed and signed Annual Internal Audit Report section of the accounts. She had submitted her invoice for these services.

The Clerk circulated copies of the accounts and took the Councillors through and completed the Statement of Assurance. The accounts were agreed and then signed and dated by the Chairman and Clerk.

9.4 Proposed Clerk's salary increase: The Clerk had circulated a spreadsheet with the agenda. It was agreed to increase the Clerk's salary by 2.5% which is an extra £7.40 per month. The Clerk thanked the Councillors.

10 MATTERS ARISING

10.1 Proposed BMX Cycle Track at Apperley Village Hall: Councillor Morris reported that he had left the gravel at the Track and some of it had been spread.

10.2 Apperley Village Hall, Playing Field/ Play Area/Football Club:

Apperley Village Hall: Play Area: Painting of the equipment had commenced and they were doing a very good job.

10.3 Highways:

B4213 Speed of Traffic: Concerned was raised about the speed of traffic down this road. One Councillor wondered how much the speed vehicle activated signs costs as Tirley had 3. The Clerk said that two of these had been donated to Tirley from the PRI Gas site.

10.4 Deerhurst Walton Flood Alleviation Scheme: Councillor Smith reported as follows:

- Had confirmation from Jason Westmoreland that another £40,000 was available for this scheme
- Had some tenders in – three were within a sensible area
- Discussions to take place with the 7 houses involved. Looking into the possibility of pooling monies available for flood compensation.
- Parish Council needs to be satisfied the money was in place before a contractor was instructed.

10.5 Public Rights of Way: Councillor Pollard reported:

- Along with Councillor Morris he had met with Ian Soule (Amey PROW Team) and discussed Councillor Morris' farm gate (on Footpath ADE2), damaged by a car leaving the road, – talked about different options: replacing the original overgrown stile, adding a side gate or simply repairing the farm gate. Mr Soule agreed to the latter.
- Bridleway ADE11, as a possible safer cycle route avoiding the main road. Looked at the problem of vehicles (with no right of access) being driven down from Hoo Lane and getting stuck at the bottom farm gate, which is locked. Looked at different options to close the Hoo Lane access to cars and improve the path surface, making it easier for cyclists, walkers and horse riders to use the bridleway.
- Another Sabrina Way sign had been vandalised on Gabb Lane. Mr Soule reported no progress yet with the list of damaged or missing signs sent to him last year.

10.6 Playing Fields – Renewal of Lease: Mr Leeke had confirmed that the field was now registered. The Chairman reported that the next step was to have a meeting of the three Trustees of the DPFA to progress the matter.

Clerk to email Stanka Dimova to ask her to process the registration of the playing field under the QEII scheme as the land was now registered with Land Registry.

10.7 Police: Not present

10.8 Noticeboards: The Chairman reported that he had spoken with Mr Lovejoy who had been away on holiday and would now process the repair works.

10.9 Allotments – Vandalism: The Chairman reported that one of the allotment holders had informed him that since the bike track had been created the level of vandalism had increased. After a short discussion on this matter it was agreed to put something in the Parish Magazine. Councillor Natrass to draft an article.

The Councillors felt that to improve communications with the allotment holders it would be helpful if they could appoint a spokesperson who could report back to the Parish Council with issues. Clerk to action.

Clerk to email Simon Goodenough at the police to inform him of the vandalism.

11 CORRESPONDENCE:

11.1 TBC Town/Parish Seminar Wednesday, 11 June: This year this will be held at Abbeyfields Community Centre, Back Lane, Winchcombe 6-8pm.

Chairman and Councillor Pollard said they would attend.

Any Other Correspondence:

Local Transport Plan Review 2014 Information Event: This is to be held on Thursday, 3 July 2-4pm in the Council Chamber, Shire Hall. For people who are unable to attend the event a questionnaire will be made available to capture comments.

Playground and Playing Field Assessment Scheme: GPFA are offering all members a free of charge independent assessment and inspection of their play area and playing fields. This inspection does not replace the annual ROSPA inspection. Benefits are an unbiased assessment of the facilities, assist in making improvements, and evidence for funding applications. Registration of sites by Friday, 4 July. It was agreed that the play area and playing fields should be registered.

Improvements to Leisure Centre: Views sort by 31 May 2014.

12 MATTERS RAISED FOR NOTIFICATION:

Verges: It was agreed that Councillor Morris would instruct Mr Reece to carry out the first cut. He would also ask him to cut back the vegetation at the top of Saw Pit Lane.

Approach from Bloor Homes re land in Apperley Park: It was agreed to put this item on next month's agenda.

13 DATE FOR NEXT MEETING: Monday, 24 June 2014 at 7.15pm

The meeting closed 9.03pm.