

# ABBOTS MORTON PARISH COUNCIL.

**Draft minutes of the Annual Parish Council meeting held on Thursday 26th May 2016 at 8.00 pm  
in Abbots Morton Village Hall. Meeting No: 235.**

<b>Present:</b>	Cllrs. Mr. Humphries, Mr. Smith, Ms Owen, Mr. O'Boyle, Mr. Whitlow and Mr. Ernest. <b>In attendance:</b> Mrs. N. Holland (Clerk), Mr. Simon Thompson, Co-Ordinator, South Worcestershire Community Safety Partnership and Dist. Cllr. Mrs. Steel.
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<b>235/1</b>	<b>Election of Chairman:</b> proposed by Cllr. Mr. Ernest, seconded by Cllr. Ms. Owen and <b>resolved</b> that Cllr. Mr. Humphries be elected as Chairman for the ensuing year. Declaration and acceptance of office duly signed.
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<b>235/2</b>	<b>Apologies:</b> Cllr. Mr. Holt (reasons accepted by Council), Dist. Cllr. Mr. Wilkinson and PCSO Keeley Hawkes.
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<b>235/3</b>	<b>Election of Vice-Chairman:</b> proposed by Cllr. Mr. Ernest, seconded by Cllr. Mr. Humphries and <b>resolved</b> that Cllr. Mr. Smith be elected as Vice-Chair.
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<b>235/4</b>	<b>Declarations of Interest:</b> a) <u>Register of Interests:</u> Cllrs. were reminded of the need to update their register of interests. b) <u>Disclosable Pecuniary Interests</u> – Cllrs. Ms Owen, Mr. Smith and Mr. O'Boyle declared a DPI in minute no: 235/12.1 as all share a responsibility for the private drive leading to the solar farm development. c) <u>Other Disclosable Interests</u> – Nil.
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<b>235/5</b>	<b>Written requests from Councillors for the Council to grant a dispensation</b> (S33 of the Localism Act 2011) – no new dispensations received. Cllrs. Ms Owen, Mr. Smith and Mr. O'Boyle have a dispensation in place until December 2016 to allow them to speak but not vote on items related to the Solar Farm.
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<b>235/6</b>	<b>Annual business as per Standing Orders:</b> 1. Delegation arrangements to the Clerk reviewed and adopted. 2. Terms of reference for Staffing Committee reviewed and accepted. Cllrs. Mr. O'Boyle and Mr. Ernest appointed as representatives with the Chairman and Vice –Chair as ex-officio members. 3. Terms of the Finance Group reviewed and adopted. Cllrs. Mr. Ernest and Mr. O'Boyle appointed as representatives with the Chairman and Vice –Chair as ex-officio members. 4. Standing orders and financial regulations reviewed and adopted. 5. Inventory of assets, risk assessment reviewed. Cllr. Mr. Ernest to inspect assets to report to Council quarterly. 6. Insurance documents reviewed and agreed. <b>Resolved</b> to pay the annual premium of £276.49 (2 <sup>nd</sup> year agreement). 7. <b>Resolved</b> to pay annual subscription to Worcestershire CALC of £79.97. 8. Revised complaints procedure adopted. 9. Appointments/representation to external bodies: a) Wychavon CALC representative - Cllr. Mr. Ernest. b) Village Hall Committee - Cllr. Mr. Whitlow. 1 vacancy remains.
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<b>235/7</b>	<b>Simon Thompson, Co-Ordinator, South Worcestershire Community Safety Partnership gave the</b>
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	<p>following presentation on Smart Water: His post was set up as a 2 year programme by the last Police Crime Commissioner along with 2 Liaison Officers, based in Malvern and Wychavon. All are ex police officers tasked with reducing crime. Malvern and Wychavon are not high crime areas but it was felt that the rural areas were neglected. Their main roles are to write to every victim where a burglary has taken place to offer crime prevention, advice on security, lighting etc. He approached Smart Water and managed to get a reduced cost for the Smart Water kits along with free A4 road signs. The idea was to ask Councils to fund the purchase through the New Homes Bonus scheme but at present the Localism Panel at Wychavon District Council has put a hold on applications for Smart Water. Each forensic marking kit will cost £8.90 per household and is guaranteed for 5 years minimum. Participation is required from the community. If the Council decides to go ahead with the purchase then Simon would arrange for Police Cadets and Support Officers to use the Village Hall as a base in order to deliver the kits to each household.</p>
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<b>235/8</b>	<p><b>Reports from District Cllr. and Police.</b> <u>Dist. Cllr. Mrs. Steel</u> reported the following:</p> <ul style="list-style-type: none"><li>• Linda Robinson is the new Leader and Lynn Duffy the Deputy. Cllr. Bradley Thomas is now the Chair of the Planning Committee. The Localism and Communities Advisory Panel has been split into 3 sections to deal with rural areas, other areas and funding i.e. New Homes Bonus applications.</li><li>• <u>Smart Water</u> - funding through New Homes Bonus is under review by the Localism Panel. No applications will be considered at present. Some parishes are not providing enough information in their consultation documents.</li></ul> <p><u>Police report:</u></p> <ul style="list-style-type: none"><li>• Received several calls recently in relation to shed breaks. Thieves are attacking sheds/outbuildings -removing power tools and copper wiring. Best advice is to make it as hard as you can for them to gain entry by placing more locks and shed alarms.</li><li>• Courier frauds in Worcestershire still ongoing recently targeting two 82-year-old women who have become the latest victims.</li></ul>
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**Public Question Time:** Nil.

<b>235/9</b>	<p><b>Minutes: resolved</b> that the minutes of the Full Parish Council meeting held on 31.03.16 confirmed as a correct record, duly signed by the Chairman.</p>
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<b>235/10</b>	<p><b>Clerk's report:</b> <u>Parish Lengthsman</u> – contract signed on behalf of the Parish Council and Worcestershire County Council. Budget for 2016-17 is £1655. <u>CPRE Wychavon</u> invites members to join them to a talk on the South Worcestershire Development Plan by Fred Davies, Planning Policy Manager at Wychavon District Council on Tuesday 14th June at 7pm at Throckmorton Village Hall. <u>NHB application</u> for funding for the purchase of cutlery for the Village Hall Committee has been approved. <u>Wychavon CALC Area meeting</u> to take place on the 2<sup>nd</sup> June 2016 at 7.30pm in the Committee Room at Wychavon District Council Offices. <u>Superfast Broadband response</u> to email sent on 14.04.16. With regards to the Sep contract, premises are expected to get a minimum of 15Mbps, which can't be delivered via a cabinet 3km away. At this early stage, it is expected that a network re-engineering solution being put in place i.e. a new cabinet serving Abbots Morton area. More information will be available as the programme progresses.</p>
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	<u>New Homes Bonus</u> – currently available £1083.
<b>235/11</b>	<p><b>Reports received from representatives:</b></p> <p>a) <u>Village Hall:</u> the Committee are interested in receiving funds from the Solar Farm if and when the funds become available. Cllr. Mr. Smith has requested event details to be placed on website.</p> <p>b) <u>CIL and Developer Contributions workshop.</u> Cllr. Mr. Ernest reported that in place at present is s106 which is funding requested of developers to support local infrastructure. Community Infrastructure Levy (CIL) and s106 will run side by side until CIL eventually takes over. CIL will be given on development of 5 houses or over; 25% contribution for those Parishes with a Neighbourhood Plan; 10% to those that do not have a Plan in place.</p>
<b>235/12</b>	<p><b>Abbots Morton Parish matters for discussion/decision.</b></p>
12.1	<p><u>Matters raised at Annual Parish Meeting:</u></p> <p>a) <u>Defibrillator</u> (Standing Orders suspended for this item, and then reinstated) – it was suggested that a defibrillator be placed on the outside of the Village Hall as it has an electricity supply. Cllr. Mr. Ernest to prepare a notice to be sent to all residents to inquire again if more volunteers would put their name forward for training. He would also look into costs for purchasing a defibrillator, lockable cabinet and any other costs associated with installation. Consultation results to be available before the July meeting.</p> <p>b) <u>To consider a proposal by Cllr. Mr. Humphries</u> that the six options suggested for consideration towards money spent on behalf of the community fund from Solarig be deferred until construction of the Solar Farm is started. This was seconded and agreed by all. A survey is to be prepared asking if parishioners wish to accept or reject the community fund offered. The six options that were put forward following a discussion after the Annual Parish Meeting are to be listed for parishioners accepting the offer to choose their preferred option.</p>
12.2	<p><u>Smart Water:</u></p> <p>a) Dist. Cllr. Mrs. Steel reported that the Localism Panel had not yet received feedback from Crophorne Parish Council on statistics for their Smart Water project.</p> <p>b) Results of consultation for the Smart Water scheme carried out by the Neighbourhood Watch Co-Ordinator showed that no negative responses were received; 29 positive responses received from 66 households. Following discussion it was <b>resolved</b> by all that the Parish Council would purchase the Smart Water kit for each household in the Parish at a cost of £8.90 each x 66 properties for £587.40. It was agreed to write to the 4 households that are adjacent to the Abbots Morton parish boundary, but in Rous Lench Parish, to ask if they would like to purchase a kit for £8.90. Once the Clerk had heard from these properties Simon Thompson from the District Council would be contacted with an order.</p> <p>c) A request from Neighbourhood Watch Co-Ordinator for the Parish Council to purchase signage was considered. By purchasing the Smart Water Kit signage for the Parish would be provided free of charge.</p>
12.3	<p><u>Parish Plan 2006:</u> booklets to be placed in the Village Hall, Telephone Kiosk and the Church. Cllr. Mr. Humphries would retain 12 copies.</p>
<b>235/13</b>	<p><b>Financial Matters</b></p>
13.1	<p><b>Resolved</b> to approve accounts to 31.03.16.</p>
13.2	<p><b>Resolved</b> to approve the Statement of Internal Control and Annual Review of Effectiveness of Internal Control.</p>
13.3	<p>Documents for approval for the external auditor were approved by the Council, duly signed by the Chairman and Clerk.</p> <p>a) Annual Governance Statement.</p> <p>b) Statement of Accounts</p>

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13.4	Independent Internal Auditor's report received and duly noted. No action required.
13.5	It was <b>resolved</b> to transfer funds of £1000 from under spend 2015/16 to the contingency budget heading.
13.6	<b>Resolved</b> to approve the 'Schedule of Payments' and bank reconciliation to 29.04.16.

<b>235/14</b>	<b>Planning:</b> Correspondence received in regard to the Solar Farm application, Morton Wood Farm, NM/16/01148/NM duly noted.
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<b>235/15</b>	<b>Parish Councillors report and items for future agendas.</b> Local training event.
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<b>Meeting declared closed at 9.55 pm.</b>	
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<b>Correspondence circulated.</b>	
<b>Council Matters Spring 2016</b> - Came & Company Parish Council Insurance Brokers. <b>Circulated email 29.03.16</b>	
<b>Worcestershire Road works Report</b> – weekly. <b>Circulated to members via email.</b>	
<b>CALC weekly updates.</b>	
<b>Consultation on Main Modifications to the Stratford-on-Avon District Submission Core Strategy 2014</b> Regulation 19, 20 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012. <b>Consultation document circulated to members via email 4<sup>th</sup> April 2016.</b> No comments received.	
<b>Mobile Homes Act 2013</b> - Consultation on Draft Fees Policy. <b>Circulated 18<sup>th</sup> April 2016.</b>	
<b>Funding available for development of green spaces - closing date 3rd June. Circulated 19<sup>th</sup> April 2016.</b>	
<b>Volunteering in Your Communities</b> - Invitation from County Councillor Lucy Hodgson 9th June 2016. <b>Circulated 26<sup>th</sup> April 2016.</b>	

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