

**MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY 8th September 2014**

Present

Councillor Mr	M	Huskinson	Chairman
Councillor Dr	P	Mayner	Vice Chairman
Councillor Mr	A	Medcalf	
Councillor Mr	■	Simpson	
Councillor Mrs	J	Hadley-Roberts	
	Mr	T	Stock
	Mr	J	Sommerville Clerk

1. Apologies

Cllr Jones and Mr Chamings.

2. Public question and answer

No members of the public were present.

3. Code of Conduct and Declarations of Interest

- 3.1. Parish Councillors were reminded that, as required by the Parish Council Code of Conduct Order 2001, they should notify the MHDC Monitoring Officer of any changes to their Register of Interests or the receipt of any unrecorded gifts or hospitality. They should also declare any personal or prejudicial interests in any of the items of this meeting.
- 3.2. There were no declarations of personal or prejudicial interest.
- 3.3. In this connection and in order to comply with the strict rules on conflict at their meetings the Clerk will send an email to Councillors asking them to raise with him any particular matters on which they perceive a conflict may arise.
- 3.4. Such a conflict may arise not only from other positions and/or interests they hold but also from positions and/or interests held by their spouse or partner. **(Action Clerk)**

4. The Race Relations and Crime and Disorder Acts

All the business carried out and decisions made at this meeting have observed the requirements of the above acts.

5. Acceptance of the Previous Minutes

5.1 The minutes of the Parish Council held on 14th July 2014, having been circulated, were taken as read, approved by the Council as a true record and were signed by the Chairman of that meeting (Dr Mayner).

6. Report by Councillor T Wells

There was no report.

7. Report by Mr T West Tree Warden

There was no report.

8. Report by Mr Tony Stock, Public Path Warden and a Neighbourhood Watch Leader

- 8.1. Mr Stock read out a letter to the meeting. His house had now been sold subject to contract and he was therefore tendering his resignation as Public Path Warden and Neighbourhood Watch Leader.
- 8.2. He had advised Tracey Sutton of Worcestershire County Council of this. He would be happy to assist in finding a replacement subject to the timing of his move to the Vale of Evesham. The

Councillors expressed their gratitude to Mr Stock for his sterling work as Tree Warden over the last 6 years and in recent years as Neighbourhood Watch Leader as well. He would be missed.

- 8.3. Mr Stock will forward to the Clerk his correspondence with Tracey Sutton including a job description in order that the Clerk can forward a request to the Grapevine to publicise that GPC are looking for volunteers for the post of Tree Warden. **(Action Clerk)**.

9. Report by Mr R Chamings, Malvern Hills Conservators

- 9.1. There was no report. Mr Chamings had sent his apologies.

10. Report by Mr D Hill, Chairman Village Hall Committee

- 10.1. There was no report but the Clerk read to the meeting two letters from Don Hill with requests for the Councillors to give consideration in their discussions on the GPC budget for 2015/2016 to increasing the grants to the Churchyard for maintenance and to the Village Hall.

11. Report by Cllr Dr E Jones, Chairman Guarlford History Group

Cllr Jones had sent his apologies. There was no report. Cllr Dr Mayner as a member of the History Group said there had been no recent meetings of the History Group. He was aware that the funds of the History Group were being utilised to support the History Group and the Guarlford Village Websites.

12. Parish Environment

- 12.1 Mr Bound had responded to the Clerk's email and confirmed that MHC would attend to the clearing of dock leaves around the Village pond.
- 12.2 Mr Bound had also however raised the issue of Giant Hogweed. Normally trained operatives from MHC attend to the cutting down of this vegetation but were alarmed to discover in Wood Street that Giant Hogweed had already been cut, presumably by unqualified individuals.
- 12.3 As there was a health risk here the Clerk had after consultation with Cllr Dr Mayner written to Angus McCulloch to request that he post a warning on the Village website. This had been done. MHC will also publicise the matter on their website and Facebook pages and consider putting out a press release.

13. Planning

- 13.1. SWDP update. A statement from MHDC was rumoured to be coming out by the end of the month.
- 13.2. Planning application no 14/00944/FUL. The Councillors reviewed this application following which the Clerk was instructed to write to MHDC to signify approval subject to the condition that vehicular access to the site was by means of passing Basket Weavers Cottage only. **(Action Clerk)**

14. Liaison with Other Bodies

- 14.1. Neighbourhood Plans. The Clerk reiterated the comments he had made to the meeting on 14th July.
- 14.2. Chaddesley Corbett had been assisted by the factors mentioned at that meeting. GPC was very much smaller and we did not have the resources to mount such a major undertaking, even in conjunction with Newland and Madresfield.
- 14.3. Timing, cost and the fact that a Local Plan once adopted would not be affected by a Neighbourhood Plan militated against GPC Councillors spending any more time considering this.

15. Waste Recycling

- 15.1. There was nothing to report.

16. Finance

- 16.1. The Clerk was waiting to hear from Grant Thornton in regard to the Annual Return he had submitted on behalf of GPC. All outstanding questions had been answered.
- 16.2. The balances were as follows: Charity account £108.64; Instant Access account £188.55; Current account £1,284.02.
- 16.3. The meeting approved payment in the sum of £37 as our contribution to the costs of the Newland Lengthsman re the Vehicle Activated Speed Signs. **(Action Clerk)**
- 16.4. The meeting approved the reimbursement of the Clerk in the sum of £18.98 in respect of the gift to the Internal Auditor
- 16.5. The Clerk informed the meeting of receipt of a VAT refund from HMRC in the sum of £119.30.
- 16.6. The meeting noted that the grants to the Village Hall and the Churchyard (approved at the last meeting) will be made following receipt of the second tranche of the precept in October.
- 16.7. The Councillors reviewed the draft Budget for 2015/2016 prepared by the Clerk, including the proposed precept. Following discussion the draft Budget was approved and adopted.
- 16.8. The meeting reviewed the effectiveness of the Internal Auditor and declared itself satisfied with his work. The Clerk was requested to convey the Councillors' appreciation and to ask Mr Kuun if he would be prepared to be the Internal Auditor for the forthcoming year.
- 16.9. The meeting reviewed the Financial Controls Monitoring and Governance of the Council and considered these all to be satisfactory.
- 16.10. The meeting considered the performance of the Clerk which it considered to be satisfactory and thanked him for his work.

17. AOB

- 17.1. The Councillors reviewed the frequency of Parish Council meetings noting that attendance at the last meeting in July had been sparse. There is a legal requirement to hold 4 meetings a year including the Parish Council Annual meeting.
- 17.2. Following discussion the meeting agreed to have four meetings a year namely in March, May, September and December subject to any overriding reason to the contrary and after the Clerk had consulted with the neighbouring parish councils of Newland and Madresfield. The next meetings will be on 8 December 2014, 9 March 2015 and 11 May 2015. At the latter meeting the dates for the following year would be identified and recorded in the Minutes. **(Action Clerk)**
- 17.3. Cllr Hadley-Roberts mentioned the hedges on either side of the Upton to Worcester road (B4424) where it meets the Clevelode junction. Visibility was poor and the meeting agreed that the Clerk after consultation with the Chairman will write to the Highways Department at Worcestershire County Council to seek assurances about the hedge cutting regime there.
- 17.4. At the present time it can be difficult when approaching this junction from Guarlford to know whether it is safe to move out into the main road. **(Action Clerk)**
- 17.5. The Chairman informed the meeting that Cllr Dr Eric Jones had written to him to give a provisional indication of resignation. All those present hoped that Cllr Jones would remain as a Councillor. His contribution to its business was greatly valued. The Clerk will write to him. **(Action Clerk)**

18. Date of Next Meeting

The next meeting will be held in the Village Hall at 7.30pm on Monday 8th December 2014..



J.A. Sommerville - Clerk



Cllr Mr Michael Huskinson - Chairman