

unless the matter is already, or the Clerk is aware that it is about to be, in the public domain (in which case, see below).

- If a matter is, or is known by the Clerk to be about to be, in the public domain (in particular by being in the press) even though an investigation has not been initiated or concluded, the Clerk in consultation with the Chairman (or Vice-Chairman if the Chairman is the accused Councillor) shall decide whether or not the matter should be referred to, in closed session, at a Parish Council meeting.
- If the matter is eventually in the public domain during or following an investigation and/or hearing, all Parish Councillors shall be informed of the situation.
- The Clerk shall co-operate with the Monitoring Officer (or Investigating Officer appointed in a particular case) in respect of any request for the provision of copies of Parish Council documents or other relevant information.
- If the Clerk intends to depart from any of these procedures, the Monitoring Officer shall first be consulted.

At this point N. Hodgetts had to leave.

2009.129 Community Greenspace.

Although the Council had no areas of land under its control it as felt that general advice might be useful and the Clerk was asked to invite Ms. Yendell to attend the Council's meeting in March 2010.

2009.130 Adult Learning Classes.

Members considered the possible inception of WCC Adult Learning and "Skills for Life" Classes in Whittington, but were unable to quantify the need or interest in the General Community.

It was therefore agreed (MB/SM) to canvass interest by an entry in the Parish Magazine.

2009.131 District and County Councillors' Report – For Information.

County and District Councillor Adams reported on progress at the "Envirosort" WMRF at Norton which was being commissioned and was expected to come on stream in early December 2009. He felt that local people should be given precedence in visiting the site if they wanted to. The operating company had also been commissioned to establish a new energy from waste facility at Hartlebury.

He suggested that the Local Strategic Partnership might be a source of funding for DFS - which he would look into and advise the Clerk. In response to a question he advised that he was not aware of arrangements for consultation on the revisions to the County Council's Transportation Strategy.

2009.132 Police Report – For Information.

A report had been received from the Police noting that "since the last meeting on 9th September 09, there had been 28 calls to the police (excluding motorway incidents) and 0 crimes".

2009.133 Reports by Councillors, and Items for Future Agendas.

- a) To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies, to ask relevant questions, and to consider appropriate action.

Envirosort Site, Norton (CMRF) Liaison Group: Draft Minutes of Meetings might be accessed via the Worcestershire Hub. It was noted that airborne particle tests were being carried out.

- b) Reports of Councillors on other matters. None.
- c) Inclusion of specific items on a future agenda. None

2009.134 Inclusion of items in the Parish Magazine.

Items to be included this month were: Adult Learning and Skills for Life Classes; Litter and Parking in the Parish (Persnore Road); Salt/grit bins; and - if available from NH - details regarding access to, and use and availability of Aquasacs.

2009.135 Correspondence.

A note of correspondence received has been periodically sent out to Members under the "Clerk's Digest" since the last meeting.

Members' attention was drawn to a Notice of Standards Committee Meeting on 11/11/2009

2009.136 Date of Next Meeting.

The date of the next Ordinary Meeting of the Council would be Tuesday 12th January 2010 at Whittington Village Hall.

The Meeting closed at 21:05 hrs.

- c. Proposals for Expenditure. None.
- d. Adoption of Quarterly a/c report as at 30/09/2009 was agreed (RAP/MB).
- e. Revised S.O. Mandate for payment of Clerk's Salary. It was agreed (RAP/MB) that a revised Standing Order Mandate be signed for payment of the Clerk's salary following the CALC/SLCC payscale revision w.e.f. 1/4/2009.

2009.124 Highways & Byways.

a. Highways Matters:

General: None

M5 Noise: None

Maintenance:

Works for the Lengthsman: None

Previous Matters: None

New Matters: The Clerk was requested (MB/SM) to ask WCC to service and fill the grit bins in the parish before winter.

Traffic Management:

Previous Matters:

No progress had been made regarding the 30 mph petition for Pershore Road.

Increased parking had been noted within the village. This was to be monitored to ascertain if action was needed.

Parking on the gateway entrance just East of Junction 7, on the Pershore road had increased and produced a lot of litter. RAP was seeing the (believed) owners in the coming week and would seek their co-operation in preventing this.

New Matters:

There had been another accident (c12:45 p.m. on 8/11/2009) at the Swinesherd Way roundabout with a 4x4 vehicle crashing through the flimsy railings. The Clerk was requested (RAP/MB) to write seeking replacement of these railings with Armco Barriers, noting the increased pedestrian traffic caused by the School's "Walking Bus", and suggesting that this might be a matter for the Safer Routes to School budget. Concern was also expressed at the lack of protective barriers on the South side of the junction where more pedestrians were present walking to work or to bus stops.

b. Byways Matters:

General: None

Bridleways: None

Footpaths: None

2009.125 Training.

No new relevant training was reported. At the Chairman's request the Clerk undertook to look into what training was available for newer Councillors.

2009.126 Estimates, Budget & Precept 2010-2011.

A copy of the Clerk's draft estimates had been sent to all Councillors, attached to the Summons to this meeting.

At this point R.A. Phillips had to leave.

Members reviewed these and proposed revision of the figure for Road Safety to £4000 to include purchase and installation of posts for a Driver Feedback (speed) Sign. Otherwise the estimates were accepted (MB/NH) without amendment.

To minimise the effect on the precept it was indicated that the cost should be met from reserves and precept in equal proportion.

It was decided to defer consideration of the Budget and precept until January.

2009.127 Public Sector Equality Issues.

This item had been included at SM's request. She advised that she felt that the Council (and individual Members) needed to be aware of the obligations imposed by legislation and that if no formal policy was to be set an acknowledgement of Councillors' responsibilities in this context was appropriate. This view was accepted without demur.

2009.128 Standards Complaints against Councillors.

Members noted advice from the WDC Monitoring Officer and the Clerk, and considered appropriate arrangements for dealing with any complaints against a Parish Councillor or Councillors under Standards legislation. After considerable debate it was agreed (MB/NH) to adopt the following as a protocol for the Clerk's guidance under a power delegated to the Clerk

PROCEDURE WHEN THE CLERK TO THE COUNCIL IS NOTIFIED OF A STANDARDS COMPLAINT AGAINST A PARISH COUNCILLOR OR COUNCILLORS

- If any complaint be addressed to the Clerk under Standards Legislation the Clerk shall request that the complainant direct his complaint to the District Monitoring Officer. No further action shall be taken.

WHEN NOTICE OF A COMPLAINT IS RECEIVED FROM THE DISTRICT MONITORING OFFICER, UNLESS SPECIAL CIRCUMSTANCES PERTAIN, THE FOLLOWING PROCEDURE SHOULD BE ADOPTED

- The Clerk shall inform the Chairman of the complaint, unless the Chairman is the accused Councillor, in which case the Vice Chairman is to be informed instead.
- The matter shall not be included on the agenda for Parish Council meetings or disclosed to other Councillors,

Democratic Period/ Question Time: One member of the public was present and queried the development at the Archdeacon's House on Walkers Lane. It was explained that this had been raised with the Planning Authority who had advised that the new garage and residential extension constituted permitted development and that the drive would be reinstated when work was completed.

2009.118 Attendance.

Asterisks after the names of those members present indicate late arrival. Corresponding asterisks in the left hand margin indicate the point of arrival.

Present: M. Baker, G.L. Coldicott, N. Hodgetts*, S. MacLeod, R.A. Phillips.

In Attendance: P.S. Roe, Clerk; R.C. Adams, District & County Councillor.

Apologies: A. Lodge, M. Hallmark. PC Sean Woods, PCSO Alex Fogwill.

2009.119 Declarations of Interest and Ethical Matters.

a There were no declarations of Personal (non prejudicial) Interests in items on this Agenda.

b There were no declarations of Prejudicial Interests in items on this Agenda.

c Ethical Matters. Members were reminded of the need to keep their Register of Interest entries up to date, and that this was their personal responsibility.

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2009.120 Minutes of Previous Meetings of the Council.

Minutes of the meeting of the Council held on 8th September 2009, having been previously distributed, were taken as read, and were adopted (RAP/GLC) without amendment.

2009.121 Planning.

a. New and Unresolved Planning Applications:

Application Number: W/09/02355/PP

Applicant: Mr & Mrs. B. Hulme

Location: The Forge, Old Road, Whittington, Worcs. WR5 2RL

Proposal: Conversion of stables to residential use (part retrospective) and proposed single storey link extension (retrospective)

Case Officer: Emma Worley

WPC Response: The Council had no comment or objection

b. Previous consultations: None

c. Planning Decisions: None reported

d. Other Planning Consultations: None

e. Other Planning Matters:

Concern re advertising signs at J7: Wychavon D.C.'s response to concerns raised about these signs was reported noting that the agents had been asked to arrange for their removal.

Junction 6 Development: The Clerk reported advices from Bosch Thermotechnology that they plan now to submit their application for this site in early 2010.

2009.122 Progress Reports/Updates on Matters Previously Resolved.

a. S.M.J. Tanner Memorial plot: it was reported that the plot had been turfed/planted as agreed.

b. Parking Discs: - the Clerk asked for a sample disc which S. MacLeod was to supply to him.

c. Other Matters: None.

2009.123 Finance.

a. Receipts: The Clerk reported the following receipts since the last meeting: £2990 2nd Half Precept from WDC. £184.80 from WCC re Lengthsman (06/09) and £138.60 (re 09/09) & £508.20 re lengthsman July & Aug 2009 (believed overpayment of £184.80).

b. Payments: The following invoices and requests for payment were reported: -

Expenditures: 10/11/2009	Date of invoice	VAT No	Net	Gross
Teal Turf (turf for SMJT Memorial plot)(paid)	28/9/2009	419 1760 50	£19.56	£22.49
S. Gwilliam - Lengthsman Services for Sept. 2009 (paid)			£132.00	£132.00
S. Gwilliam - Litterpicking & Gardening Services for Sept. 2009 (paid)			£79.00	£79.00
S. Gwilliam - Lengthsman Services for October 2009	26/10/2009		£110.00	£110.00
S. Gwilliam - Litterpicking Services for October 2009	26/10/2009		£57.00	£57.00
CPRE - Renewal of Annual Subscription			£29.00	£29.00
P.S. Roe - Clerking Costs	Spl	MMA	£66.54	£67.70
Hallow Parish Council - Contribution to shared Broadband Charges (1/4/2008 to 30/9/2009 @ £7 p.m.)			£126.00	£126.00
Villaggio Verde - SMJT Memorial Tree		770 8740 09	£35.00	£40.25
Barclaycard (P.S. Roe) re Allowances (£120) and purchase of bulbs(£4.80)			£124.80	£124.80
Total			£ 778.90	£ 788.24

Payment was agreed (RAP/SM).