

## **2010.67 Highways & Byways.**

### **a. Highways Matters:**

General: None

M5 Noise: The Clerk reported a letter dated 20/4/2010 from P. Luff enclosing a letter (6/4/2010) from Highways Agency advising that the Whittington stretch of the M5 was a "First Priority Location", but quite what this meant he was not sure, and had sought further information. This having been received indicated that some areas of Whittington were Important or Priority areas for noise abatement measures. The clerk had copied the information to S. Cottam in view of his interest and expertise in this matter, which Members unanimously approved.

Maintenance:

Works for the Lengthsman: None proposed

Previous Matters: Members noted the completion of remedial works on Old Road/Church Lane and the subsequent surface dressing which they believed constituted a major improvement.

New Matters: None

Traffic Management:

Previous Matters: None raised.

New Matters: None reported

### **b. Byways:**

General:

Parish Paths Warden:

N. Hodgetts (past PPW) was to pass his maps & materials/tools to A. Lodge.

Parish Improvement Plan: This was circulated for Members' review.

Whittington Tump - access:

A few more forms were requested/returned. MH suggested the Press be involved; the clerk did not agree that this was appropriate at this stage, and after debate the suggestion was withdrawn. No decision was made on future action pending collation of returned forms.

Bridleways: } No specific matters arose.

Footpaths: }

## **2010.68 Training.**

No bids submitted.

## **2010.69 Whittington Annual Parish Meeting (27/4/2010).**

Members felt the Meeting had been good and had no observations regarding the Draft Minutes.

## **2010.70 Contact with the Electorate.**

The Chairman had suggested that a circular be distributed to the whole Parish (including St Peter's) to advise about Whittington Tump access, and to seek applicants for vacancies.

The Clerk suggested that the Council produce an annual Newsletter following the Annual meeting. He suggested it could include an annual Parish Council report, details of the constitution of the Council, details of meetings, what it does/can do, its philosophies, perhaps with brief profiles of Members, ideas for the coming year, articles by Councillors, the Police & others. Members agreed in principle and the Clerk was asked to prepare a draft. He agreed but indicated that this might not be possible until he returned from his holiday, in June. This would be circulated for review and amendment and the final version distributed.

## **2010.71 District and County Councillors' Report – For Information.**

County and District Councillor Adams was not present.

## **2010.72 Police Report - For Information.**

The Police were not represented.

## **2010.73 Reports by Councillors, and Items for Future Agendas.**

a) Reports of Committees and Working Groups and of Councillors representing the Council on outside bodies.

Envirosort Site, Norton (CMRF) Liaison Group: No meetings had taken place since the last HPC meeting. The next would be in July.

b) Reports of Councillors on other matters.

The Chairman noted the recent failed meeting, and exhorted members to attend whenever they were able. He pointed out the need for Members to submit apologies (preferably to the Clerk) when their absence was unavoidable.

c) No specific items were submitted for a future agenda.

## **2010.74 Inclusion of items in the Parish Magazine.**

No new items were identified to be included this month.

## **2010.75 Correspondence.**

Correspondence received since the last meeting had been listed & sent out to Members under the "Clerk's Digests".

The CALC area Meeting to be held on 9/6/2010 @ Pershore was reported: A. Lodge requested details with a view to attending. Members were asked to circulate correspondence files to **all** Members before returning them to him.

## **2010.76 Date of Next Meeting.**

The date of the next Ordinary Meeting of the Council would be Tuesday 12<sup>th</sup> July 2010, at Whittington Village Hall.

**The meeting closed at 21:25 hrs.**

**Emergency Planning:** S. MacLeod was reappointed (MB/AL). To act as an initial point of contact for the Emergency Planning Authority (WCC) in event of a local or national emergency.

**Neighbourhood Watch:** M. Hallmark was reappointed (SM/AL). To act as the Council's liaison with the Neighbourhood Watch co-ordinators in the Village

**School:** M Baker was elected (NH/AL) to this position, to act as the Council's liaison with the School and its Governing body, In view of his having done so over the last year.

**Submissions to Parish Magazine:** S. MacLeod and A. Lodge (backup) were asked to continue in this role and were unanimously appointed (MB/AL) to prepare and submit the Council's entry to the Parish Magazine. It was noted that the usual deadline date was now 21<sup>st</sup> or 22<sup>nd</sup> of the month.

**Principal Authorities:** To remain as the Chairman (ex Officio). To be the Council's representative to, and liaison with, Principal Authorities when necessary.

#### **2010.63 Amendment of Standing Orders & Financial Regulations.**

Members being aware of the new NALC guidelines felt that existing arrangements were sufficient for now, thus no proposals for amendment of the Council's Standing Orders and Financial Regulations were submitted.

#### **2010.64 Planning.**

a. New and Unresolved Planning Applications: None

b. Previous consultations. None reported.

c. Planning Decisions: The following were reported.

Application No: W/10/00370/PP - Mr M Wild, The Archdeacon's House, Walkers Lane, Whittington, Worcs. WR5 2RE - Demolition of existing garage and study and erection of new study. Approved STC (The extension hereby permitted shall not be occupied at any time other than by the occupiers of the main dwelling.)

Members were incensed at this decision and - despite the vociferous objection of M. Hallmark who had discussed the matter with the Archdeacon - instructed(NH/AL)the Clerk to seek further explanation from WDC.

Application No: W/10/00577/PP - Mr P. Wood, Mountview, Old Road, Whittington, Worcs. WR5 2RL - Proposed alterations to driveway. Approved STC (Time)

d. Other Planning Consultations: None.

e. Other Planning Matters: To consider other "Planning" related Matters reported to the Council prior to the commencement of the meeting.

**WCC:** Members noted that the Consultation Response Document relating to the WCC Waste Core Strategy was now available.

**Wychavon D.C.:** Members were advised of the Community Planning Event, on 7/6/2010 (15:15 to 18:30) at Pershore Civic Centre. The Clerk recommended that in his absence someone attended to get information as Parish Plans/village design statements did appear to have some influence on Planning. The chairman undertook to attend.

**Junction 6 Development:** Members were advised of a meeting to be held on Tuesday 18th May at Tibberton Village Hall at 7.30 P.M. to be attended by Gill Collin & David Hammond (MHDC Development Control), and of proposals included in the "Worcester Bosch" Planning Application to develop land near the Grangeway Roundabout. These were mentioned in e-mails received that day by the Clerk and not assimilated. Details would be sent to members for review/comment.

#### **2010.65 Progress Reports/Updates on Matters Previously Resolved.**

None.

#### **2010.66 Finance.**

The Clerk reported as follows: -

a. Receipts: WCC re. Lengthsman, March 2010 - £184.80; WDC - 1<sup>st</sup> Half Precept £3050, HSBC Interest c£45 re Fixed Term Deposit account +c22p re Money manager account

b. Payments: Payment of invoices and requests for payment was agreed (AL/MB) as follows: -

<b>Expenditures: 11/05/2010</b>	Date of invoice	VAT No	Net	Gross
S. Gwilliam - Lengthsman Services for April 2010	26/4/2010		£132.00	£132.00
S. Gwilliam - Litterpicking Services for April 2010	22/4/2010		£35.00	£35.00
Came & Company - Insurance Renewal			£262.50	£262.50
Whittington V.H. to purchase a copy of LRW's History of the Village (for the Clerk's use re "The Tump")			£11.95	£11.95
<b>Total</b>			<b>£ 441.45</b>	<b>£ 441.45</b>

Renewal of the Community First membership had been invited on a new tiered basis. Members considered that the "Bronze" level of membership(no cost) was sufficient for the Council's needs.

c. Proposals for Expenditure. None

d. Accounts (2009-2010). These had been reviewed by the IIA and agreed without demur. One matter had been reported to the IIA relating to the Clerk's tax arrangements which had been altered unilaterally by HMRC The anomaly had been resolved and the IIA advised.

e. Signature of Annual Return - Section 4 - Annual Internal Audit Report: The Council's IIA had completed and signed Section 4 of the Annual Return. The whole document with accompanying papers was circulated for Members' review prior to submission to the external Auditor. There were no comments.

f.

**At the Annual Meeting of Whittington Parish Council held at Whittington Village Hall on Tuesday 11<sup>th</sup> May 2010, at 19.30 Hrs.**

**Democratic Period/ Question Time:** No members of the public were present

**2010.55 Election of Chairman.**

M. Baker was elected (SM/NH) unopposed as Chairman for 2010-2011

**2010.56 Attendance.**

To record those present, to receive apologies for absence and to approve reasons for absence.

Present: M. Baker, M. Hallmark, N. Hodgetts, A. Lodge, S. MacLeod.

In Attendance: P.S. Roe, Clerk;

Apologies: S.L. Brooker . District & County Councillor R.C. Adams, PC Sean Woods, PCSO Alex Fogwill.

**2010.57 Co-option to fill Casual Vacancy.**

No applications had been received and the position remained vacant.

The Clerk - having been aware of interest on the part of J.W. Stanford had contacted him but he had been advised not to put himself forward by his doctor.

**2010.58 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.

**2010.59 Minutes of Previous Meetings of the Council.**

Minutes of the meeting of the Council held on 13<sup>th</sup> April 2010, having been previously distributed, were taken as read, and were adopted (AL/MB) without amendment.

**2010.60 Election/Appointment of Officers, Internal Auditor & Representatives.**

Vice Chairman: S. Macleod was elected (AL/NH) unopposed.

Responsible Financial Officer: No Councillor being willing the Clerk was asked to take on this role, an additional 1 hour per month was to be allowed therefor in his paid hours. The Clerk being in agreement this was so resolved NH/MH).

Appointment of Independent Internal Auditor: R. Warner who was willing was to continue (MB/NH) in this capacity.

Parish Paths Representative: It was explained that the duties of a PPW were changed and no-one wanted to take them on. Instead a representative was to be appointed to liaise with WCC & their appointed PPW on behalf of the Parish Council. A. Lodge was elected (SM/MB) unopposed

Parish Trees Warden: The scope of the position needed to be identified, which A. Lodge was to do. The matter was therefore placed in abeyance until the next meeting.

CALC Representative: A. Lodge being willing was elected (SM/MB) unopposed to continue in this role.

Review of Internal Audit Arrangements: A. Lodge being willing was elected (SM/NH) unopposed to continue.

Representative on West Wychavon PACT: M. Baker reported on the last meeting which he had attended as an interim appointee. Being willing to take on this responsibility he was elected (NH/AL) unopposed to continue in this role.

Community First - Voting Representative: Presently Chairman ex-officio, no change was proposed.

Village Hall Representative: N. Hodgetts being willing being willing was elected (MB/AL) unopposed to take this role as the Council's liaison with and Representative on the VHMC.

Others: The Clerk's authorisation to attend any meetings to represent the Council as long as this did not preclude a Councillor's attendance was reviewed and confirmed.

**2010.61 Appointment of Committees and Working Groups.**

Staffing Committee: The terms of reference of the previous Staffing Committee are presently in accordance with past CALC advice (i.e. all matters relating to staffing). Present Committee members were willing to continue, A. Lodge agreed to take the vacancy caused by the resignation of R.A. Phillips. Thus the following were elected (NH/SM) to this committee: M. Baker, M. Hallmark, A. Lodge, and S. MacLeod.

Working Group for review of Internal Audit Arrangements: Members had determined to remain with a single member in this capacity (see above).

Other Committees or Working Groups: None proposed.

**2010.62 Correspondence & related duties.**

**Planning:** It was agreed (MB/SM) that with all members being web-enabled no specific member was now needed to hold the paper copies of Planning Applications locally (they were to remain with the Clerk). Members would be individually responsible for reviewing the plans on the website and expressing their views to the Clerk or at a Meeting.  
**Highways:** The Clerk advised that S. Brooker had indicated an interest in this aspect and suggested that he might (subject to his agreement) be appointed. This was agreed (MB/AL). To act as the Council's eyes and ears in relation to Highway Matters.

**Byways:** as Parish Paths representative A. Lodge was to be "Byways correspondent" to advise the Council when appropriate and to act as liaison point for the Clerk in connection with such matters.

**Health & Safety:** S. MacLeod was not keen to continue in this role, with her other duties. It was suggested that this might be suitable for S. Brooker or other new Councillor and the matter was placed in abeyance until the next meeting, the previous remit "To advise the Council on any Health and Safety matters which fall within the responsibility of the Parish Council or which may impact on the Council" continuing.