

## KINLET PARISH COUNCIL.

### MINUTES OF THE MEETING HELD ON MONDAY, 9th DECEMBER 2019 IN THE PARISH HALL COMMENCING AT 7.30 p.m.

**PRESENT:-** Mr P. Kirton (Chairman), Mr D. Haywood, Mr P. Horsfall, Mr P. Robinson, Ms. C. Fell, Mrs J. Rowley, Mr P. Horsfall, Mr. C. Lloyd and Mrs J. Burgess (Clerk)  
Also in attendance Mr. G. Butler (from 7.45 p.m. pm to 8.50 pm)

**0.PUBLIC PARTICIPATION.** 3 Parishioners were present when discussions took place regarding condition of road from county boundary to Button Oak, drain clearance, mirror provision, hedge cutting, footpath clearance and possibility of 'Dial-a-Ride' Visit to The Woodlands – all matters were discussed further under highway matters.

**1. APOLOGIES** were received from Mr. S. Harris (holiday) and Mrs M. Quick (illness) – both acceptable reasons. Also Mrs. M. Shingleton.

**2. DECLARATIONS OF INTEREST.** None were declared.

**3. MINUTES OF THE NOVEMBER MEETING** were taken as read and unanimously approved by all present at that meeting and signed after being approved and seconded.

#### **4. MATTERS ARISING.**

**1. HIGHWAY MATTERS. S.C. had reported as follows:- a. Dropped Kerb at Park Close** – S.C. would be meeting with contractor before Christmas to confirm location and other relevant details **b. Blocked Drain Arley Junction to Church** – The defect around the gully had been filled now and an order would be raised with Kier to investigate the blockages on the drainage system. **c.** Their advice re other work in and around the parish was that orders had been raised and were waiting for Kier to programme works. We had asked for more detailed information as to which items this comment specifically referred to and these were awaited – **Completion of Kinlet Bank Edge Filling/Work at Punches Corner/Stones in front of The Woodlands Bus Shelter/Borle Mill to Tiphouse Gully Cover Resetting/Blocked Pipe Opposite Winnal/Schedule of Works by Division/Chevrons at Catsley/Bridleway Sign at Kingswood.**

**Other Highway Matters. (Outstanding or New) c. Kingswood Lane Collection** – Still being progressed. **d. Work Outside Worcestershire Marble** – Ditching works carried out - carriageway defect works due by end of year. **e. White Gates at Button Oak and Damaged Milestone at Hawkbatch** – Awaiting further details from lengthsman as to whether he could carry out this work. **f. Rudds Bridge** – Confirmation of old barriers removal from side of brook still to be confirmed. **g. Re Matters Raised in Parishioners Time** – The concerns re the road surface and drain clearance would be taken up with S.C. as requested. Mr. Robinson would make enquiries re the 'Dial-a-Ride' bus visiting The Woodlands. The lengthsman would be asked to look at the footpath condition, the chairman would inspect the overgrown hedge report and the clerk would deal with the possible mirror provision.

2. ENFORCEMENT MATTERS. There were no appropriate updates to advise.

3 PARISH PLAN UPDATE PROGRESS. Updates were awaited re the consultation analysis.

#### **5. CORRESPONDENCE.**

1. Carol Service Invitation – details passed on to councillors.

2.S.C. re Approval for 19/04468/FUL at Brooklands, Button Bridge Lane, Button Bridge for erection of extension to garage building and conversion into one self-contained ancillary living accommodation with conditions relating to future occupation.

3. Email re no Background Papers to agenda on Website – clerk dealing with this matter.

#### **By Email During Month.**

Mrs M. Shineton re EE Coverage.

S.A.L.C. November Bulletin.

N.A.L.C. Chief Executive's Bulletin.(3)

S.A.L.C. - Monday's Bulletin (25/11)

Clerk re Bewdley Library – our Mins now to be sent by email for placing in a folder.

S.C. & Other E-mails re Drainage Problem at Button Oak

E.Mail re Local Electricity Bill Proposal.

#### **Circulated with Agenda.**

Draft November Mins.

#### **6. PLANNING APPLICATIONS.**

1 19/05151/OUT re Erection of 12 Open Market Houses and 3 Affordable Dwellings to include access on land South of Little Stocks Close, Kinlet for Xebec Ltd.

Whilst it was agreed on principle to approve further outline planning application for this site it would be pointed that this did not appear to be a 'like for like' application as there was an alteration in the footprint and style of the properties from the original outline permission granted and once again no bungalows has been proposed.

**7. RESOLUTION – 'THAT THE BANK MANDATE BE CHANGED SO THAT MRS. J. BURGESS' SIGNATURE WILL NOT NECESSARILY BE REQUIRED ON EVERY CHEQUE WITH 2 OTHER SIGNATURES PROVIDING THERE ARE ALWAYS 3 SIGNATURES ON EACH CHEQUE' plus APPROPRIATE AMENDMENT TO FINANCIAL REGULATION 5.5.**

It was proposed, seconded and unanimously agreed that this change should be requested and the appropriate forms were signed. Also similarly approved that the appropriate amendment would be made to Financial Regulation 5.5 when mandate change had been approved by bank.

**8. ITEMS FOR INCLUSION IN NEXT YEAR'S BUDGET.** Various suggestions were made for this matter which the clerk would incorporate in the draft budget to be considered at the next meeting.

**9. STAFFING COMMITTEE MEETING DATE.** Mrs Rowley (As Vice Chairman) and Ms. C. Fell would meet with the clerk at 7.00 p.m. prior to the January meeting.

**10. APPROVAL FOR PURCHASE OF NEW KEYBOARD.** The clerk advised that a new computer keyboard was required as many of the characters on the current one had worn away. It was proposed, seconded and unanimously agreed to ask ITS Solutions to provide and install one at a cost of £50.00 plus VAT.

**11. COUNTY COUNCILLORS' REPORTS.** (Given Earlier in the Meeting).

Mr. Butler advised on the increasing strain on council's finances as more money was needed to be diverted from other budgets to finance adult care and children's services with a case to be made for more central funding to be provided.

Community Rural Strategy workshops had been held with important issues raised in relation to mental health, isolation, access to transport and broadband provision.

He also spoke about Cleobury Mortimer library future funding requirements and advised that the 'Men's Shed' was now operational and proving to be very successful.

**12. PAYMENTS OF ACCOUNTS TO HAND**

It was agreed to make the following payments:- 1. Mrs J. Burgess - £292.12 (Nov. salary £284.92/T.E. £7.20 – cheque no. 001592). 2. Mrs J. Burgess - £48.55 (Petty cash reimbursement 17/9 to 9/12 – cheque no. 001593) 3. C.M. Smith - Stretton Internet - £60.00 (Nov. Website work – cheque no. 001594)

**13. ITEMS NEXT AGENDA.** None were raised at this point.

**14 .DATE OF NEXT MEETING.** This was arranged for Monday 13<sup>th</sup> January 2020 in the Parish Hall commencing at 7.30 p.m. with Public Participation time and the meeting closed at approximately 9.05 p.m.