

COOKHILL PARISH COUNCIL

The Minutes of Cookhill Parish Council meeting Held on Tuesday 14th April 2015 at 7.30pm Cookhill Village Hall.

Present: Councillors R. Pinfield (Chairman), A. Sumner (Vice-chairman), M. Churchill, T. Bennett, T. Whitehead and J. Roberts.

In attendance: County Councillor C. Holt and District Councillor A. Steel
Clerk Kerry Johnson

The Chairman asked the members of the public if there were any items that they were concerned with on the agenda and if they wished to comment before the meeting officially opened.

15.053 Apologies received and accepted from Cllr Gupta

15.054 Declarations of interest

- a) Register of Interests. Councillors were reminded of the need to update their Register of Interests.
- b) Disclosable Pecuniary Interests. Cllr Sumner & Cllr Churchill declared an interest in item 9 of the Agenda (minute 15.061)
- c) Other Disclosable Interests: None disclosed

15.055 Minutes: The minutes of the Meeting of the Council held on 10th March 2015 were approved and signed by the Chairman.

15.056 Police & Neighbourhood Watch Reports: Local incidents were reported.

15.057 Planning Matters:- members of the public were invited to speak on the applications notified to the Parish Council.

i) The following applications were considered for comment:

- a) W/15/00447/PU **Location:** Ridgeway Barn, Evesham Road, Cookhill, B49 5LJ **Proposal:** Construction of a garden wall. **Comment:** Recommend Approval- letter sent to meet the consultation date.
- b) W/15/00512/OU **Location:** Clerkcroft, 10 Church Lane, Cookhill, B49 5JS. **Proposal:** Outline app with all matters reserved for erection of 2 detached dwellings & demolition of existing garage. **Comment:** Recommend Approval - letter sent to meet the consultation date.

ii. Reports from Wychavon Planning:

- a) W/15/00354/PP **Location:** Bakery Cottage, 22 Cladswell Lane, Cookhill, B49 5JU. **Proposal:** Single storey kitchen extension with lean to roof to rear of property. **Decision:** Approved 30/3/15
- b) W/15/00245/PN **Location:** 19a Oak Tree Lane, Cookhill, B49 5LH **Proposal:** to vary condition of application 12/02048 re garden shed/outbuildings. **Decision:** Approved 10/3/15

iii) Planning enforcement matters from Wychavon Planning – Enforcement matters regarding the removal of a hedge was discussed.

15.058 Progress Reports

a) County Cllr Holt provided Worcestershire County Council updates

b) District Councillor Steel provided Wychavon District Council updates

c) District Councillor David Lee no update

d) Chairman Cllr Pinfield provided information relating to:

- Thank you to Cllr John Roberts, who retires from the Council on 12th May for his long service on the Parish Council and for his commitment to the community.
- Councillors Pinfield, Sumner, Churchill and Bennett are re-elected to the Council as of 12th May 2015, leaving 3 vacancies. Cllr Whitehead has agreed to be co-opted.
- Thanks to SE Davies & Son Ltd for arranging for the installation of the new defibrillator outside the flats on Evesham Road free of charge.

e) Clerk provided information relating to ongoing tasks as reported in other agenda items.

f) Parish Path Warden report on behalf of Barry Menheneott: replacement of the stile on CK-533 is ongoing. The surface of CK-533 is in need of repair.

g) Cookhill Village Hall Report: The Village Hall AGM is on 28th April 2015. The Election Hustings evening to be held on 24th April 2015 and VE celebration evenings to be held on 8th & 9th May 2015.

h) Lengthsman Scheme: The Lengthsman work was discussed.

i) Playing Fields: Cllr Roberts will continue to do the weekly checks of the playing field. The annual inspection was completed without any areas for concern.

j) Affordable Housing – Ridgeway Meadows

- Wychavon DC have assured that all properties have been let to people with local connections. A summary sheet with specific details will follow.
- The estate agents are checking are asking for local connection details from interested purchasers of the shared ownership properties.
- Some clearance is still required by the contractor, including removal of rubbish and make safe the allotment water pipe.
- There are 4 shared ownership at Ridgeway Meadows. Plots Plot 1, 2, 3 and 4 (Postal Addresses 8, 6, 4, 2 respectively) Ridgeway Meadows. The remainder are rental properties.

15.059 To consider permitting the allotment holder to install a shed (max 10'x8') and a poly tunnel (max 10' x 8') on plot 17 at the Cookhill Allotments. The exact position to be determined by the Allotment Association. **It was resolved to approve the request.**

15.060. To consider quote from JK Garden Care of £20 per cut for 15 cuts & invoiced monthly as ongoing agreement to mow the grass at the playing field. **It was resolved to accept the quote.**

Councillors Sumner and Churchill withdrew from the meeting and did not vote.

15.061. To consider making a donation to lighting the Beacon and VE celebrations to be held at the village hall on 8th May 2015. **It was resolved to donate £200** towards the beacon and VE celebrations.

Councillors Sumner and Churchill returned to the meeting.

15.062. To consider the Worcestershire CALC & NALC 2015 subscription invoice for £524.26 (including VAT). **It was resolved to approve payment of the subscription.**

15.063 To discuss the Computer Club – with 7 expressions of interest so far there is sufficient interest to start the first block of training. Estimated start is at the end of June 2015.

15.064 To review internal control registers: a) Risk Register and b) Asset Register. **It was resolved to approve both registers.**

15.065. To approve the Annual Return for the financial year ending 31/03/2015, including the Accounting Statements 2014/15 and the Annual Governance Statement 2014/15. **It was resolved to approve the 2014/15 documents.**

15.066. To receive the statement of financial affairs and authorise payments.

- a) The financial statement and bank reconciliation for the end of the financial year 2014/15 showing available funds and the income and expenditure comparison to the budget was authorised and approved by the Council.
- b) The monthly statement for April 2015 showing the available funds, income and expenditure comparison to the budget, and the cheques for payment were authorised and approved by the Council.
- c) The amendment to the monthly financial statement for March 2015 to remove cheque payment for £17.76 to HMRC, as it was not prepared and signed, was authorised and accepted.
- d) It was agreed that the Clerk will chase up all outstanding unpresented cheques from the previous financial year to ensure suppliers receive their payments.

15.067 To receive information and items for next agenda

Councillors are requested to use this as an opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not a time for debate or decision-making.

- Deferred items carried over from last meeting updating Standing Orders and Financial Regulations; re-siting of Gilbert-Scott telephone box, flooding map
- Items for the next Agenda include – the new council, to consider the purchase of a projector, consider renewal quotes for insurance, VAS update.

15.068 To confirm the date of the next Parish Council meetings

- a. **Annual Meeting of the Council** is Tuesday 12th May 2015 at 7.30pm

This meeting closed at 21:40hrs

Signed Chairman

Dated