



## CRADLEY AND STORRIDGE PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Tuesday 14<sup>th</sup> May 2019, 7pm at Cradley Village Hall

**Present:** Councillors Judith Aldridge, David Kingston, Wynne Harries (Chairman), Diane Merker, Terry Robshaw, Anne Scarsbrook and Sarah Thomas.

**In attendance:** Local residents and Ward Councillor representative Helen Heathfield

1. All councillors to sign Declaration of Acceptance of Office

All councillors signed the Declaration of Acceptance of Office which were counter-signed by the Clerk. Cllr. Janita Goodwin will be asked to sign the form at the earliest available opportunity.

2. **To receive apologies for absence**

Apologies were received and accepted from Cllr. Janita Goodwin.

3. **To elect chairman of the Parish Council for 2019-20, sign Declaration of Acceptance of Office – chairman**

It was RESOLVED to elect Cllr Anne Scarsbrook as chairman, the Declaration of Acceptance of Office was signed by the chair in open meeting and counter-signed by the Clerk.

4. **To elect the vice-chairman of the Parish Council for 2019-20**

David Kingston proposed by Cllr. Terry Robshaw and seconded by Cllr. Wynne Harries.  
Diane Merker proposed by Cllr. Sarah Thomas and seconded by Cllr. Judith Aldridge.

A secret ballot was taken and David Kingston was duly elected as vice-chair.

5. **To receive declarations of interest and written requests for dispensation**

Cllr. Sarah Thomas - Item 6.28.1.5 (Non-pecuniary)

There were no requests for dispensation.

6. **Approve minutes**

6.1. It was RESOLVED to approve the minutes of the ordinary meeting held on 9<sup>th</sup> April 2019, subject to some minor amendments. The chair signed the minutes in open meeting.

**The meeting was now opened to the public.**

## **7. Open session**

### **7.1 To receive a report from Helen Heathfield on behalf of the Ward Councillor Ellie Chowns**

- All voters were thanked for taking part in the election – there was a 48% turnout for the elections and nearly half of councillors are new.
- The focus now is on improving the environment and protecting wildlife.

#### **Representations from the Public**

There were several representations made by parishioners -

- All councillors both past and present were thanked as was the out-going chair and the environment working group for their work. Council was thanked for the work on ensuring planning conditions were adhered to and the proposed noticeboard policy was welcomed – although there were some reservations voiced over CSPC duty. There was also some confusion around the co-option rules and lay members of working groups. IT was clarified that co-option is for people who wish to be councillors and attend council meetings and that lay members are part of working groups and do not make decisions or need to attend parish council meetings.
- Further representations were made querying how the council intends to deal with the workload of the clerk and the council strategy for co-opting further councillors – it was agreed that these queries will be submitted and responded to in writing, to allow for comprehensive answers.
- Queries were raised regarding responses to the Complaints Policy queries raised, as yet these have not received a written response from HALC but the Clerk will continue to pursue this enquiry.

**The meeting was now closed to the public**

## **8. Planning matters**

### **8.1 It was RESOLVED to make the following comments on planning applications for determination by Herefordshire Council**

- 8.1.1 P191242/FH - Field House Tanhouse Lane Cradley Malvern Herefordshire WR13 5LZ  
CSPC has no objections to this application so long as every effort is made to retain the trees, in particular T2 and T4. CSPC further notes that the plans conform to CNDP 9.
- 8.1.2 P191230/FH - Wold Cottage Cradley Malvern Herefordshire WR13 5LF  
CSPC support this application and note that it conforms with CNDP 9.
- 8.1.3 P191231/L - Wold Cottage Cradley Malvern Herefordshire WR13 5LF  
As above
- 8.1.4 P191093/FH - Buryfield Cottage Cradley Malvern Herefordshire WR13 5NF  
CSPC has no objections to this application and note that CNDP 9 is relevant in this case.

8.1.5 P180573/F - Land at Shuttfeld Coppice, Storridge, Malvern  
CSPC stand by the previous submission and would endorse all points made by the Ward Councillor at the appeal hearing.

8.1.6 191294 - New Inn, Storridge, Malvern, Herefordshire WR13 5HB  
CSPC note that CNDP 6 and 9 are relevant in this case and have no objections to this application.

8.2 **To note decisions made by Herefordshire Council on planning applications**

8.2.1 **P191125/K - The Coach House Cradley Malvern Herefordshire WR13 5LQ**  
Proposed works to fell Sycamore and Horse Chestnut - APPROVED

8.2.2 **P190762/FH - 11 Finchers Corner Cradley Malvern Herefordshire WR13 5LP**  
Proposed single storey extension to the rear (north elevation) – APPROVED

8.2.3 **P190352/K - Church House Rectory Lane Cradley Malvern Herefordshire WR13 5LH**  
Propose to fell T1, T2, T3 - excessive shading and of no amenity value. Will repopulate the area with Silver Birch and fruit trees - APPROVED

**9. Finance**

9.1 **Monthly Update**

The monthly update was noted.

9.2 **Approve the Annual Governance and Accountability Return (AGAR)**

It was RESOLVED to approve the AGAR which was signed in open meeting by the chair.

9.3 It was RESOLVED to approve payments for the following invoices:

Clerk Salary .....	as per contract
Clerk salary – HMRC.....	as per contract
Clerk expenses.....	£95.56
Really Rural – lengthsman (PROW).....	£360.00
Storridge Village Hall.....	£63.00

9.4 **To approve cheque signatories**

It was RESOLVED to add Cllrs Anne Scarsbrook and Diane Merker to the list of signatories which already includes Cllrs Wynne Harries and Sarah Thomas.

## **10. Working Groups**

### **10.1 To agree working group structure and membership for 2019/20**

The following proposal were RESOLVED -

- To continue with a minimum of three councillors per working group
- Amend first section "Membership" 3rd sentence end to "..... annual meeting of the full council whichever is the sooner, or otherwise time limited by the council."
- Amend fifth section "Meetings of WGs" 5th sentence to "The working group shall report formally to the full council after each meeting".
- To agree the churchyards working group remit

Membership of working groups was RESOLVED as the following:

- Finance: Cllrs Anne Scarsbrook (Leader), Wynne Harries and Terry Robshaw
- Employment: Cllrs Anne Scarsbrook (Leader), Wynne Harries and Diane Merker
- Planning: Cllrs Sarah Thomas (Leader), Wynne Harries and Terry Robshaw
- Recreation: Cllrs Judith Aldridge (Leader), Janita Goodwin and Diane Merker
- Churchyards: Cllrs Judith Aldridge (Leader), Janita Goodwin and Diane Merker
- Environment: Cllrs Sarah Thomas (Leader), Janita Goodwin, Diane Merker and Anne Scarsbrook. Lay members Cherry Greenway, Liz Kabani, Rob Prosser
- Communications: Cllrs David Kingston (Leader), Wynne Harries, Terry Robshaw and Anne Scarsbrook
- NDP monitoring: Cllrs Anne Scarsbrook (Leader), David Kingston and Sarah Thomas. (Co-optees) Jeff White, Chris Lowder and Tanya Lloyd-Jones

Parish Council Representatives:

Cradley Village Hall – Cllr Terry Robshaw  
Storrige Village Hall – Cllr Sarah Thomas

Parish Volunteers – Derek Scully to be added for the Storrige defibrillator check

### **10.2 To receive the communications working group report**

The report was noted and any suggestions regarding the next edition of The Reporter to be passed to the Clerk.

### **10.3 To receive the environment working group report**

It was RESOLVED to support the recommendation of becoming a pilot for roadside verge nature reserves (RVNRs).

## **11. Contracts**

### **Lengthsman**

The lengthsman co-ordinator provided an update on the work of the lengthsman.

#### **The following work was agreed:**

- A new arrow on footpath sign at Crumpton Hill showing CD55/CD47/CD42
- Bearswood Lane new waymarker post on CD88 (os 732/498)
- Kissing gate to replace wobbly stile at CD31a by Buryfields Rec. ground
- Strim footpaths around Buryfields rec. ground CD31

#### **The purchase of materials was also approved:**

- New arrow/pointer for the finger post at Crumpton Hill; it's a metal one. £30.00 + VAT
- Bench slat for the leys £22.00 + VAT

## **12. To consider the letter to Crumpton Hill Village Green residents**

It was RESOLVED to send the circulated letter to Crumpton Hill Village Green residents.

## **13. Policies**

### **13.1 To consider the Noticeboard Policy**

It was RESOLVED to approve the Noticeboard Policy subject to minor amendments proposed.

### **13.2 To consider the Code of Conduct – Herefordshire Council May 2018**

It was RESOLVED to adopt the May 2018 Code of Conduct

### **13.3 To consider the Standing Order for 2019-20 (including the co-option addendum)**

It was RESOLVED to continue with the Standing Orders in their current format for 2019-20.

## **14. To receive requests for future agenda items**

- To consider task and finish group for speeding solutions
- Speaker on speed reduction strategies
- Report back on phone box issue
- Consider strategy for recruitment of new councillors

**15. To receive information sheet**

The information sheet was noted. There was a query regarding the phone box on the A4103 as previously council had wanted to keep this box – Clerk to investigate further.

**16. To note key items for the CMS newsletter**

- New chair and council
- Co-option
- Noticeboard Policy
- Speeding in the parish
- Roadside Verge Nature Reserves (RVNRs)

**17. To note the Annual Parish Meeting – Tuesday 21<sup>st</sup> May 2019, 7pm at Cradley Village Hall**

The date of the meeting was noted.

**18. To note the next Ordinary Meeting – Tuesday 11<sup>th</sup> June, 7pm Cradley Village Hall**

The date of the meeting was noted.

*A resolution was passed to exclude the public from the following confidential items:*

**19. Confidential section**

19.1 To approve the confidential minutes of 9th April 2019

It was RESOLVED to approve the confidential minutes of the 9<sup>th</sup> April 2019 meeting.

Signed .....

Date .....

The meeting closed at 9.23pm