**MINUTES of the MEETING of the OVERBURY AND CONDERTON PARISH COUNCIL held on Monday 14 January 2019 at 7 pm in Overbury Village Hall**

PRESENT: Mrs G Milway

 Mr Peter Horton

Mr Richard Southby

Mrs Ruth Darling

Mrs Steff LeMarechal

Miss R Long - Parish Clerk

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2. **DECLARATIONS OF INTEREST**

Councillors were reminded of the need to keep up to date their Register of Interests, and to declare any Personal Interest or Prejudicial Interest relating to any items on the Agenda. There were no Declarations of Interest for this Meeting.

3. **MINUTES OF THE PREVIOUS MEETING**

The Minutes of the previous meeting held on 8 October 2018, which had been circulated with the Agenda papers, were approved and signed as correct by the Chairman

# 4. PROGRESS REPORTS

#  (1) The Defibrillator

The Clerk reported that the training session arranged for 25 October went ahead and there was a good attendance from staff at Grasshopper’s Nursery and Overbury school, together with a few other residents.

(2) Uncommitted New Homes Bonus monies

The letter from Wychavon had been circulated with the meeting papers. With the introduction of the new Community Legacy Grant scheme and a new District Council in May 2019, Councils need to establish whether or not the remaining NHB allocations are required. The Clerk will contact Tracy Perkins to confirm that there are several possible projects for using the current balance of £3364 so that this allocation will not be used by Wychavon “for other community purposes”.

(3) Worcestershire County Council Autumn Parish Conference on 9 October

The meeting was attended by the Chairman and Clerk. The main subjects were: Delivering Social Care; Tackling Loneliness and Isolation in rural communities; and Dementia Friendly Groups being established in local communities; Advice from County Council Senior Ecologist on action that community groups can take for pollinators.

5. **WYCHAVON DISTRICT COUNCIL**

(1) Campaign to “open the door” on empty homes: the Council can offer extra support to help owners bring any empty houses etc back into use.

(2) Small grants are available to fund projects aimed at improving the life chances of children receiving Free School Meals.

(3) The Clerk has reconfirmed to the Council that the Parish Council does not wish to take over the redundant red BT telephone box in Conderton.

(4) Wychavon’s parks are set for a £200,000 revamp including parks in Evesham and Pershore.

(5) The Annual Community Grants Scheme for projects involving community life, buildings, sports and arts will be advertised on the Parish Council notice boards.

(6) Planning Applications

(a) Mr and Mrs Peter Horton – part demolition of existing building and erection of new single storey extension to form new kitchen etc has been approved.

(b) Mr Bruce Bossom – Retrospective application for use of land as composting area and associated structures: Councillors had no objection.

6. **WORCESTERSHIRE CALC (County Association of Local Councils)**

Community Engagement Workshop 27 November attended by Chairman. The main topic was the Council and Parish Councils Elections due in May this year, for which the Clerk has now received the required documents and advice. Notices advertising the elections and the procedure for candidates will be advertised on the notice boards and the Parish Council website page. Details will also distributed in the parish to encourage parishioners to put themselves forward for election as a parish councillor.

Note: There remains a vacancy for a parish councillor to represent Overbury.-

7. **SOUTH WORCESTERSHIRE DEVELOPMENT PLAN**

The required five year review of the SWDP adopted in February 2016 has begun and will cover the period to 2041. The Review will allocate further land for houses, jobs and retail and set out planning policies for making decisions on new development proposals up to 2041. The “Issues and Options” document will be the first consultation stage and sets out the key issues that need to be addressed and any other options that should be considered.

8. **TEWKESBURY BOROUGH PLAN**

The Tewkesbury Concept Master Plan is part of the Joint Core Strategy with Gloucester City and Cheltenham Borough Councils. This plan is centred on Ashchurch and parts of Northway as a prime area for employment and housing growth. However, capacity and severe congestion issues along the A46 must be considered to facilitate strategic development and provide site access.

9. **BREDON HILL CONSERVATION GROUP**

The Clerk reported that she had received an e-mail informing the Parish Council that the proposed development of 81 static holiday caravans immediately next to the village of Great Comberton, for which planning permission had originally been refused, has now been allowed on appeal.

10. **ENVIRONMENT AGENCY – Recovery of Street Sweepings and Gully Emptyings**

The new guidance to avoid contamination by these activities has been circulated to the relevant authorities.

11. **WEST MERCIA POLICE**

The following documents had been received:

1. Police and Crime Commissioner’s Annual Town and Parish Council Survey 2018
2. Rural and Business Crime Update
3. Rural Matters Newsletter

12. **FINANCE**

Current Financial Position

The sum brought forward from the meeting on 8 October 2018 was £6659.58 and there have been no receipts or payments since that meeting.

The following payments were then agreed:

 £

1. Clerk’s quarterly salary 150.10
2. Tax on Clerk’s salary (HMRC) 37.40
3. Overbury Enterprises – grass cutting 324.00
4. BHCG Annual Subscription 30.00
5. WDC: Annual dog/litter bin charge x 3 267.30
6. Jess Hutt – bus shelter cleaning 2nd payment 100.00
7. Friends of St Faith’s – churchyard mowing 150.00
8. G Milway – Chairman’s expenses 125.00

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TOTAL **1183.80**

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The balance to be carried forward to the meeting on 18 March 2019 is therefore £5475.78.

Application for Year 2019-2020 Precept

After discussion, and taking into account the financial difficulties people are facing in the current uncertain economic climate, and that it was agreed the Parish Council’s balance should be sufficient to cope with any election expenses in May 2019, it was agreed not increase the Parish Council’s Precept application for next year The Clerk was therefore instructed to apply for a total budget requirement of £3500.00, which includes Wychavon District Council’s grant of £295.

Note: The WDC grant is the same as last year’s grant.

13. **CORRESPONDENCE FOR INFORMATION AND REFERENCE**

The following papers were tabled at the meeting:

**WYCHAVON DISTRICT COUNCIL**

1. Cllr Linda Robinson steps down ahead of District Elections in May 2019
2. £145,000 Investment in Wychavon’s Communities
3. Eco business provides theme for breakfast meeting
4. Business Rates Consultation Breakfast Meeting 23 January
5. Community Recognition Awards
6. Diamond Jubilee Community Recognition Awards 2018-19
7. Tryangle Awards 2019 – Celebrating inspirational young people in Worcestershire
8. Planning Enforcement Summit for Parish & town Councils 31 January
9. Wychavon Business News
10. Superfast Worcestershire Newsletter

**WORCESTERSHIRE COUNTY COUNCIL**

1. Libraries Remodelling – review to ensure provision of comprehensive and efficient library service in Worcestershire.

**NALC** (National Association of Local Councils) **Legal Topics**

1. Data Protection Update
2. Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018
3. Handling Complaints
4. Funding for Local Housing Projects

14. **CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

No urgent decisions were taken since the last meeting.

15. **DATE OF NEXT MEETING**

The next meeting has been arranged for Monday 18 March 2019 at 7pm at Overbury Village Hall.