Minutes of the meeting held 21 January 2021 Via Zoom, South Littleton

Present: Councillors: James Ashley, Roger Jones, Debbie Jones, Louise Bucknall (Chair) & Victoria Sevier.

In Attendance: Sean Arble (Clerk), one member of the public, WDC Cllr R Lasota & WCC Cllr A Adams.

110 Apologies received from Cllr Roslind Compton.

111 No interests declared.

112 No dispensations requested.

113 The **Council resolved** to approve the **MINUTES** of the meeting held 17 December 2020 via Zoom, South Littleton.

FINANCE

114 The December 2020 Reconciliation was noted.

Date		Date
01-Dec-20	to	31-Dec-20

add	Current Account balance			35609.61
add	Deposit Account balance			6633.95
less	Payments uncleared This Period:			0.00
			#2569	408.00
			#2570	30.00
			#2571	62.50
			#2572	204.00
			#2573	25.00
equ	Balance C/F			**41514.06**

Opening Balance Deposit Account	6633.90
Add receipts for period	0.05
Less payments for period	0.00
Opening Balance Current Account	37537.74
Less Period payments:	2256.83
Add receipts for period	0.00
Cleared payments previous periods	400.80
Closing Balance	**41514.06**

115 The December 2020 Income & Expense Report was noted.

116 The **Council resolved** to approve the 2021-22 Budget. The budget calls for a precept of £44,500. This results in a Band D charge of £83.20 for the 2021-22 Council Tax.

117 The Council noted the 2020 Risk Assessment. This is a document which should be reviewed annually.

118 The Council resolved to approve the payment schedule.

Payment References; those in red previously paid

Ref		Payee	Details	Net	VAT	Total		Approval Date
93A		L Bucknall	Cllr expenses (original cheque couldn't be cashed)	£25.00	£0.00	£25.00		23.121.20
98A		S Arble	Nov Wage (original cheque couldn't be cashed)	£675.50	£0.00	£675.50		23.12.20
99B		S Arble	Nov Expenses (original cheque couldn't be cashed)	£84.36	£0.67	£85.03		Total 2 cheques £766.80
106		S Arble	Dec Wage	£675.50	£0.00	£675.00		21.01.21
107		S Arble	Dec expenses	£73.60	£0.00	£73.60		Total 2 cheques £749.10
108		ACW Trees	Tree Work	£2,050.00	£410.00	£3,460.00		21.01.21
109		M Parkinson	November Lengthsman	£468.00	£93.60	£561.60		21.01.21
110		M Parkinson	December Lengthsman	£80.00	£16.00	£96.00		Total 2 cheques £657.60
111		AA Deptford	Defib pads & battery	£60.00	£121.00	£72.00		21.01.21
112		Shenzhenshi...	flash drive	£9.99	£2.00	£11.99		21.01.21
113		Shenzhenshi...	flash drive	£6.99	£0.00	£6.99		Total 2 cheques £18.98
		TOTAL		£4,208.94	£643.27	£5,742.71		

PROGRESS REPORTS

119 Play Equipment: Children's Playground Company stated there is no minimum order amount to take advantage of purchasing one piece of equipment which qualifies the Council to repair the currently broken piece for £98 plus VAT. The Council is awaiting a recommendation from the S106 Working Party.

120 Removed streetlight near 5 Greenhill Cottages, Long Hyde Rd: On 13.01.21 the Clerk accepted a £1974.63 settlement offer from Admiral. The funds should be deposited into the account by 27.01.21. The Clerk placed a work order with EON to replace the streetlight.

121 On 23.11.20 the Clerk issued a work order to Mr Albutt to install the wall mounted noticeboard at the same location as the current noticeboard near the shop and to deliver the other noticeboard to the Council. 0n 12.01.21 the Clerk requested an update. **ACTION: Cllr R Jones to request an update.**

122 The Council discussed T5 of the Tree Survey, the Lombardy Poplar near 26 Norval Rd. It was generally agreed that the Council doesn't have the power to enter the land and remove the tree. It is thought Chevin Homes owns the land due to the land registration. However, Chevin Homes claim they do not own the land. The Clerk was given the name of Mr Middleton as the land owner by Chevin Homes, but this has proved not to be the case. **ACTION: Clerk to seek advice from WDC.**
ACTION: Clerk to reply to parishioners who emailed Cllr R Jones.

123 King Edwards Mews Entrances: A 278 agreement was never signed by the developer. Instead, a S48 was agreed which doesn't require a bond be held as insurance that planning conditions will be met. To date, the developer has refused to finish paving the drives. WCC has offered to finish the job, but it needs funding to do so. It may be the case that WCC will finish the work when the new cycle path is built. The entire matter is in the hands of WDC enforcement officers and solicitors.

124 On 19.12.20 the Clerk wrote a letter to R Lasota inquiring as to the planned completion date for the fish & chips work. Mr Lasota verbally replied that that due to COVID-19 19, a completion date cannot be set.

125 The Clerk and cllrs could not ascertain if there is a Village Hall grant allocation in the 2020-21 budget. The Clerk reiterated that the Council has the power to make donations to groups. **ACTION: Clerk to include Village Hall Grant on the February agenda.**

126 The meeting was suspended from 8:00pm until 8:05pm for Public Question Time. Notes appear at the end of the Minutes.

CLERK'S UPDATE

127 Correspondence for Consideration (not otherwise noted): None

Tabled Correspondence (not otherwise noted):

128 16.12.20 update on South Littleton-Blackminster Shared Use Footway emailed to cllrs on 1301.21. Due to not receiving enough funds, the path will be reduced slightly. The Clerk forwarded plans of the path to cllrs on 20.01.21. Cllr Sevier noted that the path will end near King Edwards Mews driveway and that currently that area is dangerous for cyclists. See minute 139 for further details.

129 SWDP update forwarded to cllrs on 23.12.20.

130 WCALC Audit Training was on 19.01.21. Cllr Sevier was scheduled to attend.

131 Correspondence Sent (not otherwise noted): None

REPORTED ISSUES

132 See latest drains report emailed 21.01.21.

133 964314: stones on Farm Lane – WCC will write a letter to the home owner.

PLANNING

WDC Approved Applications

134 20/01798/FUL

135 20/02476/HP

136 20/02346/HP

137 Using the Clerk's Planning Delegation the **Council resolved** not to object to 20/02313/HP: 47 Meadow Rd – two storey side extension. G Greenhow of WDC reported that he is waiting for the flooding/drainage report for 19/01921/FUL.

138 WDC Cllr Lasota Report:

A. An application for 30 acres of glass houses between Cleeve Prior & N Littleton will be submitted. The business will generate approximately the same amount HGV traffic as Kane's Foods. **ACTION: Cllr Lasota will forward details of a meeting invitation between local parish council chairmen.**

B. SWDP timeline extensions due to COVID-19 19. More land needed for Traveller Sites. At present South Littleton doesn't have any identified land for new sites.

C. Extra housing program delayed 1 year. New sites are known, but can't be published.

D. £4 million approved for Evesham public mall to kick start new businesses.

E. King Edwards Mews drives situation is in the hands of WDC enforcement officers.

139 WCC Cllr Adams Report

A. The King Edwards Mews Drives: The developer signed a S48 agreement rather than a 278 agreement. Consequently, no funds were held in bond by the local authority in case planning conditions were not met. WCC has offered to finish paving the drives, but only if the project is funded. There remains some hope that WCC will do the work when the new cycle path is built in the spring.

B. The King Edwards Mews drives aren't going to be used for the new cycle path and all resulting work will be safe.

C. The WCC Cllr report was emailed to the Clerk. As suggested in the report, please use https://one.network/ for details of roadworks. It is possible to set alerts and check for future planned works.

D. WCC Divisional Grant Applications are due by the end January.

NEW MOTIONS FOR COUNCIL CONSIDERATION

140 The **Council resolved** to spend up to £500 to upgrade the Council website with the goals of providing legal information, increase ease of use and more attractive. **ACTION: The Clerk & Cllr Ashley to liaise.**

141 The **Council resolved** to approve the 2020-21 Lengthsman service contract at a rate of £20 per hour. **ACTION: Clerk to forward contract to the Lengthsman to be signed. ACTION: Clerk to make inquiries regarding the grass contract.**

142 The **Council resolved** to approve the 2020-21 WCC Lengthsman Agreement. **ACTION: Clerk to forward signed contract to WCC and the Lengthsman Risk Assessment to WCALC.**

143 The **Council resolved** not to record meetings. The Clerk noted that people have the right to record meetings without informing the Council.

CLLR REPORTS AND FUTURE AGENDA ITEMS

144 Offenham Cricket Club Grant Request email will be forwarded to cllrs.

145 Garage Rental: **Action: Clerk to include on the February agenda.**

146 The Clerk sought advice from cllrs on the rental cycle of the Bowls & Tennis clubs.

148 The meeting closed at 9:05pm.

149 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 18 February, 2021 via Zoom.

Signed _____ Date 21/02/2021

Minutes prepared by S Arble, Clerk to the Council, 11.02.21.

OPEN FORUM NOTES

A. A parishioner stated that he is disappointed about the Village Hall Grant.