

SHRAWLEY PARISH COUNCIL

Minutes of the Parish Council meeting held in Shrawley Village Hall and virtually via Zoom, Tuesday 15 September commencing at 7.15pm.

Present: Councillors Ms R Mosedale (RM) – Chairman
Ms A Dorrell (SD)
Mr M Dymond (MD)
Mr H Jackman (HJ)
Ms R Clark (RC)

In attendance: Ms C Shinner – Interim Clerk, District Councillor Pam Cumming along with 5 members of the public and Derek Killingworth from CALC.

420 Apologies for absence:

The Chairman welcomed everyone to the meeting and introduced Ms Clare Shinner who was acting as temporary clerk for the meeting. Apologies were received and accepted from County Cllr P Grove.

421 Declaration of Interest for a) The Meeting and b) Any Changes to be notified to the Registers of Interests and Gifts & Hospitality

- a) There were no declarations of interest made.
- b) No Changes were notified.

422 Confirmation of the Minutes of the meeting of 5 August 2020.

The minutes of the previous meetings were confirmed as accurate and signed accordingly. The minutes of the meeting held on 13th January 2020 were also signed.

The meeting was closed for public question time;

D Killingworth noted that he was pleased to see that Shrawley PC was moving in the right direction and that Worcestershire CALC was always available to help and support them.

He noted that the proposed changes in permitted development would have profound changes on neighbourhood development.

423 Co-Option of Parish Councillors:

It was noted that whilst there were 2 vacancies for Councillors on Shrawley Parish Council, there were no applicants to consider at this meeting.

424 Planning

20/01084/CU

Storage building at Sankyns Green
Little Whitley

Change of use of former agricultural barn to mixed use falling within Class B1c (Light industrial) and B8(storage of materials and machinery)

The Parish Council have **not approved** this application as the road is unsuitable for light industrial traffic and the proposed development is not in keeping with the mainly residential area following the conversion of the existing agricultural barns into residential units.

20/00854/LB

Carhouse Cottage
Rectory Lane

Shrawley Worcester
WR6 6TR

Structural removal of timber frame.
This application was **approved** by the Parish Council.

20/01235/FUL

Nutcross Farm
Shrawley, Worcester
WR6 6TS

Change of use of land to extend domestic garden.
This application was **approved** by the Parish Council.

20/01083/FUL

Land at Rectory Lane
Shrawley

Proposed stables tack and storage building, hay barn and turnout area.
The Parish Council is to arrange a site visit and return their comments accordingly.

20/00908/HP

Dodoak
Little Whitley

Erection of tree house
Amendments submitted include blocking up the elevations to reduce the amount of overlooking that the tree-house may cause on this retrospective application.
The Parish Council is to consider these amendments and return their comments accordingly.

425 Planning application decisions notified by Malvern Hills District Council

20/00579/HP

2 Sankyns Green.

Erection of detached garage/store/workshop (part retrospective)
Retrospective planning application for a garage and workshop. There was a condition placed that this would be incidental to the main dwelling and could not be converted into a residential dwelling.

426 Correspondence and progress reports

These were emailed with the agenda where possible and were also available for consideration prior to the meeting.

- District Councillors report – Pam Cumming
- Parishioner comment re planning application 20/01084/CU
- Dianne Malley quote for internal audit.
- Progress reports from the August meeting;
- Overgrown hedges from half-way down New Inn Lane and including Rectory Lane. Landowners have been informed of their obligations.
- RM is to contact Andrew James re the renewal of the New Inn as a Community Asset.
- Training for Councillors is to be arranged.

427 Report from Parish, County and District Councillors.

Pam Cumming (PC) – District Councillor;

- Not much has happened over the past 4 weeks
- The finances at Malvern are not as bad as anticipated after Covid19.
- Ward boundaries are to be reviewed.
- Waiting to hear the proposed Government changes with regard to the planning system.
- Currently PC is working on issues of planning enforcement and application, enforcement is a contentious issue and officers can only follow the law of planning.

P Grove (PG) – County Councillor;

Reports from P Grove were received electronically;

- Members top 5 matters are attached to these minutes.
- Education and early years news bulletin attached to these minutes.

428 Finance.

- a) Barclays Bank balance (as at 31/7/2020)
- | | |
|---|-----------|
| Business Current account | £6472.26 |
| Business saving account | £3245.39 |
| Cambridge and Counties Bond (at 1/6/20) | £10468.27 |
- b) Accounts for payment;
- | | |
|---|--------|
| Joanne Evans – temporary Clerk - August meeting | £97.50 |
| Information Commissioner Office | £40 |
| Interim Clerk to 6 September 2020 | £168 |
- The above invoices were agreed for payment and cheques signed accordingly.
- c) Current banking arrangements for Barclays Bank. The following banking arrangements were approved by the Parish Council.
- To add Councillor signatories to the bank account. RM is in the process of adding all the Councillors to the bank account as signatories.
- To note loss of cheques written during the July meeting. The two cheques written at the July meeting have been lost and duplicate cheques were reissued and signed.
- Electronic banking. RM is awaiting a second card reader in order to proceed with this. Payments will only be able to be made once two signatories have authorised payment online.
- To arrange for debit card for Clerks use. RM is to apply for this facility.
- To change address of bank statements. RM is to arrange for the statements to be sent to RMs address.

429 Statement re financial audit 2019-20

Due to the Coronavirus pandemic and also the departure of the previous Clerk, it is noted that the financial audit is overdue. The interim clerk is to submit all the relevant documents as soon as practical.

430 The Council appointed Diane Malley as the internal auditor for the 2019-20 accounts with an associated fee of £85.

Ms Malley is a qualified member of the Association of Accounting Technicians, licensed to carry out internal audit services and holds Professional Indemnity insurance. She has carried out internal audits to local councils since 2006.

431 Statement with regard to the precept for 2020-21 and associated budget will be made at the October meeting of the Parish Council.

432 The Parish Council approved the purchase of a basic laptop and mobile telephone with a contract for Shrawley Parish Council. This will enable the Parish Council documents to be kept in a secure fashion and easily passed to future Clerks. Costs will be around £350 for a laptop and a basic smartphone for around £170.

433 To review and adopt the Shrawley Parish Council accessibility statement.
This was approved

434 Dates of the next Parish Council meetings.
13 October 2020

DRAFT