

Tibberton Parish Council

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Website: Tibberton Parish Council – Worcestershire, England

NOTICE OF ORDINARY MEETING

The next meeting of Tibberton Parish Council will be held on
Thursday 2nd February 2023 starting at 7.30pm at Tibberton Parish Hall

The meeting is open to members of the public who are welcome to address the council at agenda item 5 (public forum) at which point comments and questions may be put to the Parish Council regarding this agenda or for future consideration. Individual speaking time may be restricted at the discretion of the chairman. No further representations may be made at any other time in this meeting unless invited.

Summons

Tibberton Parish Councillors are hereby summoned to attend this meeting at Tibberton Parish Hall for the purpose of transacting the business detailed on the following pages.

Signed: *G Lungley*

Date: 25th January 2023

Gill Lungley, Support Officer / Acting Clerk

AGENDA

1. **Chairman's welcome.**
2. **Apologies.** To receive apologies from absent members and record the reason for absence.
3. **Declarations of Interest**
Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –
 - a) Keep their Register of Interests form up to date
 - b) Declare any Disclosable Pecuniary Interests (DPI), any Other Registerable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.
4. **To consider written requests from councillors seeking a dispensation.** Having declared an interest in any agenda item councillors may only stay in the meeting when that item is discussed if the council permits dispensation to a) stay, or b) stay and speak, or c) stay, speak and vote. Written requests for the granting of a dispensation must be made to the Clerk in advance of the meeting.
5. **Public Forum**
 - a) An opportunity for parish residents to raise matters of interest or concern.
 - b) To receive the report of the County Councillor – for information
 - c) To receive the report of the District Councillor – for information
 - d) To receive the report from the local Police Officer – for information
6. **To approve the draft minutes** of the council meeting held 12th January 2023, to be signed as a true record by the Chairman. (Circulated separately and available online [here](#)).

7. To receive the reports of Councillors and the Clerk's update

- a) Neighbourhood Watch (ML)
- b) Community Speed Watch (MR)
- c) Tibberton Community Land Trust (RG)
- d) County Association of Local Councils (MR)
- e) Telephone Kiosk Working Group (DN)
- f) Web Site (RG) and update from Clerk. Decision may be required relating to email addresses for all council members; the current package for £275pa provides website and only three email addresses plus administration email for the clerk, whereas £330pa will provide website etc and unlimited email addresses; see information on page 3.
- g) White Gates (Clerk)
- h) Public Rights of Way (RG)
- i) Lengthsman (Clerk) and WCC highways reports on page 4.
- j) Additional general administration updates not covered elsewhere (Clerk) –
 - No response from Severn Trent to TPC request for information on the sewage leak
 - All councillors have online access to WorcsCALC website: login details available.

8. Planning

- a) To comment on any planning application consultations notified by the Planning Authority.

9. Finance

- a) To note the latest bank reconciliation, as attached (p5).
- b) To approve the payments schedule, as attached (p5).
- c) To note the budget comparison to 10/01/2023, is referred to Finance Committee.
- d) To note an increase to the Lengthsman's rates and consider next steps.
- e) To agree to purchase administration equipment eg laptop in first instance.
- f) To note progress made regarding:
 - i. Opening new bank account. All members now have login details for new account. Transfer of funds and closure of HSBC accounts must be done manually.
 - ii. Review of accounts by independent accountant is awaited.

10. Committees

- a) To receive feedback from the Finance Committee the first meeting of which is to be held immediately prior to the start of this meeting.
- b) To note updates from the Human Resources Committee.

11. Tibberton Village Hall (New)

- a) To agree the landscaping contract / specification of works and seek quotes. Draft document provided under separate cover.
- b) To follow up on arrangements for maintenance work which is required before leasing the Hall including heating system adjustments, routine servicing of fire and burglar alarm systems and fire extinguishers, clearing gutters and cleaning windows.
- c) To consider the electricity contract following receipt of information from E-ON

12. Correspondence and other matters for consideration and information.

13. Items for inclusion on the next or future agenda

14. Date of Next Meeting

The next ordinary meeting of Tibberton Parish Council will be held on Thursday 2nd March 2023 at 7:30pm in Tibberton Parish Hall.

Website: NetWiseUK pricing options. Tibberton Parish Council currently has the Standard option but this is limited to three councillor email addresses. As there are seven council members, and the audit guidance (Practitioner’s Guide) recommends each member has their own gov.uk email address, then it is suggested that Tibberton Parish Council upgrades to the Premium option which includes more disk space to cater for the email addresses.

<p style="text-align: center;">Standard</p>	<p style="text-align: center;">Premium</p>
<p data-bbox="256 450 692 488">£275 pa [£499 setup fee]</p> <ul style="list-style-type: none"> • SSL Certificate • Upload Minutes • Upload Agendas • Upload Financials <ul style="list-style-type: none"> • Create Events • Add Council Members <ul style="list-style-type: none"> • Add Notices • Local Directory • News Articles • Operation Royal Bridge Ready <ul style="list-style-type: none"> • Contact Form • Galleries • 3 email addresses • Reliable UK Hosting <ul style="list-style-type: none"> • W3C compliant • Transparency Code Compliant <ul style="list-style-type: none"> • GDPR Compliant • WCAG2.1aa Compliant • Accessibility Statement <ul style="list-style-type: none"> • Privacy Policy • Ongoing help and support <ul style="list-style-type: none"> • 1GB disk space • 5gb Bandwidth • Daily remote backups 	<p data-bbox="842 450 1469 539">£330 pa [£599 setup fee – our most popular package]</p> <ul style="list-style-type: none"> • SSL Certificate • Upload Minutes • Upload Agendas • Upload Financials <ul style="list-style-type: none"> • Create Events • Add Council Members <ul style="list-style-type: none"> • Add Notices • Local Directory • News Articles • Operation Royal Bridge Ready <ul style="list-style-type: none"> • Facebook Feed • Twitter Feed • Virtual Tour Feature • Parish History Section <ul style="list-style-type: none"> • Contact Forms • Galleries • Unlimited email addresses~* • Ability to add custom functions <ul style="list-style-type: none"> • Reliable UK Hosting • W3C compliant • Transparency Code Compliant <ul style="list-style-type: none"> • GDPR Compliant • WCAG2.1aa Compliant • Accessibility Statement <ul style="list-style-type: none"> • Privacy Policy • Ongoing help and support <ul style="list-style-type: none"> • Local directory • Newsletter system • 5gb disk space • 20gb Bandwidth • Daily remote backups

Lengthsman Highways reports to WCC to Jan23

<i>date</i>	<i>reference number</i>	<i>location</i>	<i>issue</i>	<i>actioned</i>	<i>notes</i>
	963196	eaton lane	blocked gully	13 January 2021	13 Jan 2021
	963198	plough road	gully full	13 January 2021	13 Jan 2021
	963200	eaton lane	potholes	29 June 2021	yea
	963203	plough road	dislodged gully	13 January 2021	13 Jan 2021
	963205	church lane	blocked gully	13 January 2021	
	963207	plough road	blocked gullies	13 January 2021	yea
14 January 2021	jss-3275757	plough road	fly tipping	yes	yea
4 February 2021	985406	Rushmoor Old Turnpike Road	blocked gully	10 February 2021	yea
	985410	Lodge Farm Plough Lane	damaged bollards	10 February 2021	yea
	985444	school Plough Road	blocked gully	5 February 2021	yea
11 February 2021	sjr-7235925	plough road	fly tipping	yes	yea
11 February 2021	989803	plough road	grit bin empty	13 February 2021	yea
4 March 2021	1004272	plough road near pub	gully full	24 March 2021	
12 March 2021	1010228	plough road	rotted handrail	18 March 2021	yea
8 April 2021	1028913	plough road near school	gully full	15 April 2021	
13 May 2021	1048310	plough road near school	gully full	18 May 2021	
8 July 2021	1079378	foredraught lane	gully full	16 July 2021	
12 August 2021	bjv-1914392	plough road	fly tipping	13 August 2021	
19 August 2021	1102265	foredraught lane	gully full	10 September 2021	
1 September 2021	1110143	foredraught lane	gully full	10 September 2021	
	1110144	foredraught lane	gully full	10 September 2021	
1 October 2021	1127888	plough road	gully full	14 October 2021	
18 November 2021	1157869	plough road	gully full	30 November 2021	
	1157871	plough road	gully full	30 November 2021	
	1157874	plough road	gully full	22 November 2021	
7 December 2021	1168065	plough road near school	gully full	13 December 2021	
16 December 2021	1172587	plough lane	signs demolished near bridge	18 December 2021	
27 January 2022	1194274	church lane	gully full	11 March 2022	
10 February 2022	1205501	crowle road	gully full	11 March 2022	
4 March 2022	1223651	plough road near school	gully full	11 March 2022	
14 May 2022	1271540	crowle road	verge markers missing	25 May 2022	
26 June 2022	1298449	plough road	dead tree	18 August 2022	
18 August 2022	826	plough lane	verge markers taken out	2 September 2022	
25 August 2022	1312	plough road	road flooded	30 August 2022	
30 September 2022	3647	church lane	foul water in gully		
6 October 2022	jpw-5589087	plough road	fly tipping		
	yxh-3857201	plough road	fly tipping		
4 November 2022	6289	plough road	gully full	17 November 2022	
17 November 2022	7407	plough lane	footpath signpost damaged		
1 December 2022	8816	foredraught lane	gully full	9 December 2022	
	8818	crowle road	damaged verge marker	8 November 2022	
19 December 2022	10087	plough lane	verge marker installed incorrectly	21 December 2022	
22 December 2022	10285	church lane	gully full		

TPC Bank Reconciliation to 10/01/2023			
Cash in hand at 31/03/2022			
All accounts	67,148.39		
Opening bank balances		£67,148.39	+
Add receipts for year 04/21 – 01/23			
All accounts	39,582.23		
Total receipts for year to date		£39,582.23	+
Less payments for year to date via bank statements			
All accounts	36,761.58		
Total payments for year		£36,748.58	-
Cashbook balance as at 10/01/2023 (A)			£69,982.04
Bank balances as at 10/01/2023			
Community account (1)	2,686.18		
Community account (2)	14,630.68		
Business Money Manager	46,397.82		
Cambridge Building Society	6,267.36		
Bank balance, via statements, as at 10/01/2023(B)		£69,982.04	£69,982.04
		A-B=	£0.00

Earmarked reserves include:

1. New village hall landscaping £20,000
2. Community Infrastructure Levy £2,018.44 + other (see Finance C'ttee)

WDC have written to say they have £9,968 s106 funds available for Tibberton PC to be spent on 'off site public open space'.

Payments for approval

Invoice ref	Payee	Reason for payment	Gross amount	VAT re-claimable
-0022	E-ON	TVH energy Dec 2022, inc energy bill relief scheme -£24.15	139.54	6.64
Jan23	HSBC	Bank charges and account fee	13.00	0.00
2017	Purseley & Ball Ltd	TVH Aircon service and repair	780.00	130.00
Jan23	Mrs G Lungley	Stationery and postage	7.77	0.00
Jan23	Mrs G Lungley	Support staff fees	1,122.75	0.00