

UPTON UPON SEVERN TOWN COUNCIL
M I N U T E S

Of a meeting of the Town Council held on Tuesday 19th September 2006 at 7.30pm in the
Council Chamber of the Memorial Hall

39/06/07

Present: Chairman Deputy Mayor Cllr T Perry
Councillors E White, P Martin, J Dean, T Drake, A Morgan, S Walsh,
J Surtees, S Yates, M Morgan

Also Present: Town Clerk Ms G Jennings County Councillor B Bullock
7 members of the public, Reporter Malvern Gazette
Lee Robson (Head of Community & Economic Development - MHDC)
Simon Smith (Economic Development Manager - MHDC)

Procedural Matters:

1. To receive apologies and declarations of interest

Apologies were received from Cllr P Thomas, Cllr. J Thompson, Cllr T Dickson

Declarations of interest were received from the following:

Cllr White (Personal Interest – Item 10 – Chairman of Upton in Bloom)

Cllr Perry (Personal Interest – Item 10 – Committee Member Upton in Bloom)

Cllr Surtees (Personal Interest – Item 10 – Committee Member Upton in Bloom)

2. Co-option of New Councillor - The Clerk advised that to date there had been no call for an election and notices would be put out for candidates for co-option in due course.

3. To Agree and Adopt Minutes:

3.1 Minutes of the Town Council Meeting of 18th July 2006 & 22nd August 2006 **Agreed**

3.2 Minutes of the Open Spaces Committee 25th July 2006 & 1st August 2006 **Adopted**

3.3 Minutes of the Hall, Finance & General Purposes Committee of 5th Sept 2006 **Adopted**

3.4 Minutes of the Planning Committee of 18th July 2006 and 5th Sept 2006 **Adopted**

Reports:

4. To receive a presentation on Malvern Hills District Council's Council Plan 2006 – Town Centre Enhancements (Lee Robson/Simon Smith) (Ref. MHDC Council Plan 2006 Section 2 Working for the Community – Pages 15 -17)

Lee Robson advised that a survey of the district had shown that town centres were considered a priority for improvement specifically Great Malvern. Tenbury was also disadvantaged and in the regional regeneration zone so funding obtainable. Great Malvern critical to tourism although tourist spending not evident in economic growth. Need to change day visitors to night visitors. MHDC have adopted partnership approach in Tenbury & Malvern and would be prepared to work with groups in Upton if a meeting could be set up. Willing to help in Upton but most of budget taken up with provision of TIC. Cllr. White advised the meeting that an approach was made to MHDC for help with Upton in Bloom but help not forthcoming. He asked whether money for shop front schemes came from business rates as he thought it would be more appropriate to charge less rates to businesses. Lee Robson explained it was a match-funding scheme, quite happy to drop Upton from scheme if Town Council not happy.

Cllr Walsh raised concerns about the lack of dog bins. She felt dog owners were not being encouraged to act responsibly. She also mentioned the poor surfacing of the MHDC carpark which did not give a good impression of Upton.

5. To receive report from Councillor S Yates (Community Pride) on:

Current Committee Membership – The Committee were in need of a Treasurer. They were reminded that they could call upon the Town Council to assist in accordance with their Constitution. Progress with the Town Plan – Mrs P Booth preparing a newsletter about progress.

Status of Funding application without Town Council Support– BBC Breathing Places – The application would be withdrawn now that Town Council not match-funding.

6. To receive letter from Worcs County Council confirming that Upton Bridge is in need of a major overhaul. An examination of the structure identified maintenance issues which need to be addressed. Halcrow have been commissioned to make a study and it is hoped that a refurbishment will take place in 2007/2008. Cllr Bullock explained the County Council would have to source funding as this was not the only project on the go.

7. Adjournment for Public Participation

Roy Hodges believes there has been an increase in tourism due to efforts by Upton in Bloom. He regretted that the Town Council had not yet made a donation. There would need to be increased sponsorship next year and a public meeting was needed to raise awareness. Councillor Surtees asked would Council host? Britain in Bloom judge advised being a national entrant very prestigious and whole town needs to work together to make it a success. Doug Fletcher advised £5000 spent on watering this year because of the employment of sub contract labour. This amount still owed to him from Upton in Bloom. Expenditure next year may be in the region of £20,000. Councillor Mrs Walsh suggested that better liaison between the In Bloom Committee and the Town Council needed.

8. To receive other reports:

County Councillor Bullock advised that there would be a Children's Reading Competition on 7th October at Upton library.

District Councillors – Councillor Adeney gave a written report which was circulated. She would be chairing a meeting in Upton on Thursday 21st to consult on the community strategy review. She advised disappointment in the way changes in bus timetables had been handled by the County Council.

Town Councillors – Councillor Mike Morgan advised that following the briefing meeting led by Kevin Douglas and Pat Edwards the Staffing Committee would be considering review of their terms of reference, member sanctions, and staffing levels.

9. To receive External Auditors Report

The Accounts for the Year End 31 March 2006 were given a clean bill of health having been audited as part of a 5% sample of local councils. The accounts were prepared by the Town Clerk rather than an external firm of accountants which saved the tax payer £750.

Decisions:

10. To re-assess the purpose of the grant of £700 to Upton in Bloom further to receipt of audited accounts and applicant details.

Details of the In Bloom Constitution and 2005 Unaudited Accounts were circulated during the meeting by Cllr T Perry. The Clerk's advice on S137 expenditure was not referred to. The In Bloom Committee raised its funds through events and sponsorship of the flower arrangements. The 2005 accounts showed a profit of approx. £100. In 2006 Mr Doug Fletcher was owed £5000 by the Committee for sub-contracted watering. He was prepared to write off this debt. Roy Hodges advised that the 2006 budget not available but that Cllr White was the best person to ask in that respect. Cllr White questioned whether the Town Council going to support or not. There was lengthy representation by the UIB Committee regarded the hard work of volunteers and reward achieved. Cllr White acknowledged the Town Council expenditure on 4 hanging baskets @ £22.50 but felt the in kind labour supplied was irrelevant. Cllr Perry asked the Committee what asset the Council might obtain for its £700 donation. Cllr White suggested it might be the wood barrels and this was agreed by the UIB Committee members present. There was lengthy discussion about what types of planters suitable. Cllr Morgan reminded UIB that they had originally asked for metal containers and pointed out that wooden barrels already had sponsorship labels – what recognition did the Town Council have for its support? The In Bloom Committee agreed with Cllr White that 19 barrels could be purchased with the £700 donation and kept in-situ for next year. Cllr Surtees felt that the barrels were useful on the riverfront to prevent unwanted parking.

Resolved by majority vote, 1 abstention : That the amount of £700 be allocated from grant monies towards the purchase of 19 wood barrels from the S137 budget.

11. To appoint:

- a. A Quality Status working party – Councillors P Martin, T Drake, S Yates, **appointed.** Cllr White pointed out that he felt that the Quality Status issue was only supported by one member of the Council who had now left. Cllr. Morgan explained that QPS necessary to take the Council forward. He was willing to assist.
- b. Liaison Member – Temporary Flood Defences – Councillor T Perry appointed.
- c. Representative – WorcsCALC – Councillor Yates appointed
- d. Representative – Upton hub – Clerk to attend any meetings (Cllr A Morgan subs)
- e. Parish Paths Warden – Mr Simon Wilkinson

12. To agree payments

Issues of cheques 5031-5056 **agreed.**

13. Worcs CALC – To agree protocol for Chairman's access to CALC website

The protocol was agreed as follows:

The Council will respect the integrity of the username and password in the interest of protecting member Council's rights.

The Clerk will be the communication link between Council and CALC, this will include any responses back to CALC on topics on their website.

Information is restricted to member Councils only.

14. To delegate authority to the Clerk to deal through the Council's solicitors on matters leading up to the draft Tenancy Agreement with the Skateboard Group - **Agreed**

Cllr Walsh felt that all correspondence should come before the Skateboard Sub Committee and abstained from voting.

15. To appoint a Working Party to look at the costs of refurbishment of the High Street Toilets – Councillor T Drake, J Dean, M Morgan **appointed**

16. To appoint Councillors to attend the Worcs CALC AGM and to comment on the Subscription Consultation Paper – Cllr M Morgan to attend and comment.

17. Date of Next Meeting

17th October 2006

Information/Correspondence - Meeting 19th September 2006 – available from Committee Room

1. MHDC Future Senior Management Arrangements
2. WorcsCC Rights of Way Improvement Plan
3. MHDC Standards Committee Report
4. Worcestershire Local Area Agreement
5. Crime Figures for June/July 2006
6. Email from West Mercia Police regarding Christmas activities

Also received and forwarded:

7. Two letters of concern from parishioners re: anti-social behaviour and various incidents of vandalism have been referred to the police who report they are working on the long term solutions to these problems

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18. The following items to be discussed under Standing Order 66 (excluding the public and press Data Protection Act) :

1. To agree new bank signatories – Appointed Cllr Drake, Cllr Dean, Cllr. M Morgan
2. To discuss the Charities Annual Return & make amendments to membership details – 11 new signatory forms handed out for completion. Cllr White felt this should include all members of Open Spaces Committee. A new Chairman would have to be appointed once all forms completed. Clerk concerned that recreation ground was missing out on charitable status. Separate bank account should be set up at end of financial year.