

**Wolverton Parish Council**  
**Minutes of Meeting on Wednesday 28 September 2016 at 7.30pm**  
**Venue: Wolverton Church Hall**

**1. Present**

Cllrs Stone, Easterbrook, Rowley & Tunbridge. Apologies were accepted from County Cllr Horner and District Cllr Richards.

**2. Disclosure of interests**

No interests were declared.

**3. To confirm and sign minutes from 10 Aug**

Minutes of the meeting held on 10 August were approved and signed

**4. Matters arising**

- a. **New Website.** Cllr Tunbridge had previously shared a link to a test site for the new Wolverton Parish webpages on HugoFox. He was also able to share some screen shots. Very positive feedback, and all agreed that we should transition to the new webpages as soon as possible. There would be a further month's charge for the old website to cover the period getting the new website fully live. Cllr Tunbridge agreed to explore a Hit Counter for the new webpages.

Cllr Tunbridge confirmed that we could retain old email addresses based on the old website domain name although there would be a modest charge.

*Action Cllr Tunbridge: New website to go live before the next Parish Council meeting.*

- b. **Bench and replacement notice boards.** Progress on the bench had been slightly slower than anticipated. After dismantling the bench the end had been painted, and the new wood purchased. It was proposed to leave the hardwood slats untreated and allow natural weathering. Consideration would be given to the fixings as they may be a point of higher risk of deterioration from water entry. Cllr Stone would progress the work in October.

Cllr Rowley offered resource to help with the final fixing for the noticeboards. Materials to finish the two boards had been sourced. It was agreed it would be desirable to complete the installation ahead of the Winter.

- c. **Councillor vacancy.** Cllr Stone confirmed that the casual vacancy has been publically notified, which would expire on 6 October. A by-election would be held if within 14 days a poll is claimed by ten electors, otherwise the vacancy will be filled by co-option. Cllr Easterbrook agreed to share guidance received on a recent Councillor/Clerk training course which amended the powers of a Parish Council, depending on the percentage of elected Councillors.

*Action: Cllr Easterbrook to circulate guidance from training course*

- d. Clerking arrangements.** The interim arrangements were continuing utilising Cllr Stone, who has notified various contacts of the change. As no volunteer had come forward, Cllr Stone had investigated employment of a paid Clerk, and shared estimated indicating an annual cost of between £1072 and £1434 this year, and £1091 and £1448 for 2017-18.

A voluntary Clerk was still the preferred option, and Cllr Stone agreed to request an advert in the Wolverton School newsletter, and the Parish magazine. Cllr Easterbrook agreed to ask his neighbour advice as an active member of the local school community.

*Action Cllr Stone – Insert advert in school newsletter and Parish magazine.*

*Action Cllr Easterbrook – consult neighbour.*

**e. Report on meeting with BT re Broadband**

Cllr Stone fed back on a meeting he and Mr Anthony had held with BT's Regional Head Partnership Director – Ian Banks. The village was not in Contract 2 Part 1, and was unlikely to be in Contract 2 Part 2 which was being modelled later this year. Pre-procurement for Contract 3 was underway with a contract expected to be in place Summer/Autumn 2017.

The wireless service from Sugarnet that has been successfully launched by Mr Anthony was progressing well. Upgrading work had been completed at Edgehill, and a site identified for a 3-4m mast at a suitable point in the village. A small number of homes would then be set up for testing before full roll out – completion expected in November. Homes that hadn't subscribed into the initial launch could still join the scheme but would be prioritised after the initial customers.

It was understood that a BT Community Fibre scheme was not possible for the village.

5. **Report from County Cllr Horner** was noted.
6. **Report from District Councillor Richard.** Was noted, with the potential benefit of the Community Infrastructure Levy also noted, should there be major commercial development in the village.
7. **Planning applications/decisions.**  
Items a and b were noted.
- a. 16/01155/FUL – Lower Blacon Farm garage extension – permitted.
  - b. 16/02292/FUL – Brensham revised application – refused.

Cllr Tunbridge and Cllr Easterbrook had noted a development on Wolverton Road near the school where a large wooden structure, possibly a garage, was under construction. No planning applications had been seen. Cllr Stone agreed to investigate.

*Action Cllr Stone – Investigate planning process for new wooden structure on Wolverton Road*

**8. Finance**

Items a-c below noted.

- a. Bank balance at 20 July £3053.32.
- b. External Audit – notice of conclusion of audit to be published. Audit had noted a few minor improvements to be applied to next year's audit.
- c. Regular expenditure: £95 cost for WALC membership.

**9. Correspondence**

- a. NALC Community Led housing survey – agreed that no response was appropriate.
- b. NALC legal topic notes (LTN)– planning notifications and event licensing. Cllr Easterbrook noted the potential relaxation of licencing for sale of alcohol which may be of value to community events. Cllr Stone agreed to review the new LTN further.  
*Action Cllr Stone – review LTN for Wolverton community opportunities.*
- c. Alcester Police weekly updates - noted

**10. Future meetings**

- 7 December was agreed as an alternative to 16 November date to align better with the Christmas holidays.