

# Defford and Besford Parish Council

## Minutes of the Annual Meeting of The Parish Council

of Tuesday 27th May 2014

at Defford Village Hall

Present: Cllr Robert Bemand (Chairman), Ron Davis, Sonja Lee, Roy Shepherd, Ian Spiers, Patricia Steele and Clive Woods

Also present: Linda Blake, Clerk; Michael Pegg, representing the Village Hall Trustees; 7 members of the public

### **1. Election of Chairman of the Council and signing of the declaration of office**

Cllr Robert Bemand was elected as Chairman of the Council and signed his declaration of office.

### **2. Election of Vice-Chairman of the Council**

It was AGREED that no Vice-Chairman would be elected and if for any reason the Chairman were to be absent, a temporary Chairman would be elected as per standing orders.

### **3. Apologies for Absence and Declaration of Interest**

Apologies had been received from Cllr Hazel Wakefield

There were no declarations of interest.

It was RESOLVED to alter the order of business and bring Agenda Item 11 forward so that a presentation could be made in support of an application for New Homes Bonus Money

### **11. Use of New Homes Bonus Money**

Michael Pegg, representing the Village Hall Trustees made a presentation to the Parish Council to apply for a grant from the New Homes Bonus Money.

The application is for £3,000 to landscape a site of approximately 400 sq. m at the railway end of the village hall and includes the following items;

- 1) Planting and landscaping of the area
- 2) Stabilisation work to the end of the lawn edge
- 3) Provision of a ramp down to the shed which is at present not properly accessible.

The Village Hall Trustees have letters of support from a variety of organisations who use the village hall and this represents a user community of over 200. On-going maintenance would then be the responsibility of the Village Hall Trustees.

It was AGREED that the Parish Council would support this application to progress through the process of a New Homes Bonus Money Application.

Other projects were mentioned in connection with applications for New Homes Bonus Money. It was AGREED that any further suggestions should be submitted as clear, well-reasoned presentations to the next meeting of the Parish Council.

It was also AGREED that another item should be put into the July issue of the Parish News to once again advertise the New Homes Bonus Money Scheme.

#### **4. Nomination of Representatives to the Following Bodies:**

- a) Defford Relief in Need: Cllrs Lee and Wakefield
- b) Village Hall Management Committee: Cllr Steel
- c) The Planning Committee: All Councillors except Wychavon District Councillors (Cllr Davis)
- d) The Finance and General Purposes Committee: Cllrs Bemand, Spiers, Steel and Wakefield
- e) Community Governor for Defford cum Besford First School: Cllr Lee had finished her term as Community Governor and reported that this position would now be offered to another village group.

#### **5. To review Standing Orders, Financial Regulations, Asset Register & Risk Assessment**

The Council decided that the Standing Orders, Financial Regulations, Asset Register and Risk Assessment needed no changes.

#### **6. To confirm the Bank Signatories**

All current signatories confirmed that they were happy to continue.

#### **7. To agree the dates and venues of future meetings for the year**

It was agreed that the next meetings would take place on the following dates: 5<sup>th</sup> August 2014, 23<sup>rd</sup> September 2014, 25<sup>th</sup> November 2014, 27<sup>th</sup> January 2015, 24<sup>th</sup> March 2015, 12<sup>th</sup> May 2015 (Annual Parish Meeting), 26<sup>th</sup> May 2014 (Annual Meeting of the Parish Council AGM). All meetings would take place at Defford Village Hall except the August meeting which would be held at Besford Court Community Hall subject to confirmation from the Besford Court Management Committee.

#### **8. Minutes of the following Parish Councils to be confirmed and signed**

It was RESOLVED that the minutes of the meeting of the 25<sup>th</sup> March 2014 be accepted and signed as a true record.

It was RESOLVED that the minutes of the Extraordinary meeting of the 29<sup>th</sup> April 2014 be accepted and signed as a true record.

#### **9. Planning**

- (a) New applications

W/14/00711/PN: Land off Harpley Road, Defford.

Proposal: Erection of 20 dwellings comprising 12 private market sale dwellings and 8 affordable housing dwellings.

The Parish Council had objected to this application.

W/14/00714/CU: Defford Arms, Upton Road, Defford

Defford and Besford Annual Meeting of The Parish Council

Minutes 27th May 2014

Page 2 of 5

Proposal: Change of use of land and erection of 5 holiday cabins and 1 manager's residential cabin (Holiday use for 10 months per year)  
The Parish Council had objected to this application.

(b) Wychavon District Council decisions

W/13/02490/CU: Woodbine Cottage, Woodmancote, Defford	Refused
W/14/00536/PN: Brooklyn, Upper Road, Defford	Permitted
W/14/00321/AA: Defford Arms, Upton Road, Defford - signage	Permitted
W/14/00381/CU: Defford Arms, Upton Road, Defford – change of use	Permitted
W/14/00487/PP: Ramsden Cottage, Chevington Lane, Drakes Broughton	Permitted
W/14/00713/PP: The Old Bakehouse, Harpley Road, Defford	Permitted
W/14/00730/PP: 34 Besford Court Estate, Besford	Permitted

It was also NOTED that the Planning Appeal in respect of Home Farm, Besford had been judged as follows;

Appeal A – dismissed                      Appeal B - allowed

**10. Finance**

a) To approve any payments due

The following invoices totalling £1,429.63 were approved for payment: LA Garden Services, Grass Cutting April 2014, New Farm Grounds Maintenance, Lengthsman work April 2014; AON Ltd, Annual Insurance; Defford Village Hall, hall hire 13/5/14 and 27/5/13.

b) To approve the Accounts for the financial year 2013/14

It was RESOLVED to approve the Accounts for the financial year 2013/14.

Cllr Davis commented that it would be useful to have an additional column for the annual budget as part of the annual financial statement.

c) To approve the Annual Return for the financial year 2013/14

It was RESOLVED to approve the Annual Return for the financial year 2013/14.

**12. Review of the Parish Lengthsman Scheme**

Councillors Steele and Wakefield had met with David Hunter of Worcestershire County Council to discuss the Lengthsman Scheme and had prepared a report to present to the Parish Council. It was felt that the Lengthsman service in Defford was working well, but that there were certain issues arising in Besford.

It was AGREED that Councillors Steele and Woods along with the Parish Clerk would meet with the lengthsman to discuss improving the service in Besford

The Chairman of the Council requested that at this point that there should be a minute of congratulation to the Parish Clerk who had recently been promoted to the position of Town Clerk at Malvern Town Council.

**13. Councillors reports**

a) County Councillor A Hardman

Cllr Hardman was not present.

b) District Councillor R Davis

Cllr Davis advised that Wychavon District Council were working alongside Malvern Hills District Council to discuss the possibility of a shared Chief Executive between the two Councils. This would result in cumulative savings of over £550,000 if the scheme proceeds.

c) Parish Councillors

- i. Cllr Lee reported that there needed to be more work completed on the Parish Plan so that this project could be finished. The data had been collected and analysed some time ago, but now the Council needed to look at firming up the priorities and the action plan that would come out of the findings. It was AGREED that Cllr Lee would head up a steering group of other councillors to work towards finalising the Parish Plan so that it could be formally adopted by Council.
- ii. Cllr Steele reported that the recycling bins in the Village Hall car park had still not been removed. Cllr Davis said he would contact Phil Merrick to arrange for them to be removed.

**14. Correspondence for Information**

Following a resolution passed at the Extraordinary meeting on 29 April, the Parish Clerk had written to Wychavon Planning department to ask if there was a mechanism to ensure that planning applications are viewed as a whole, rather than being considered as a single application each time.

A response had now been received which stated that all applications were considered on their own merit having regard to material considerations.

**15. To confirm date of the next meeting**

The date of the next Parish Meeting will be 5<sup>th</sup> August at Besford Court Community Hall

The meeting was closed at 9:35pm.

**Public Questions / Comments**

- i. A number of parishioners commented that they felt the New Homes Bonus Money Scheme had not been sufficiently advertised and that a separate meeting should have taken place to discuss these. It was NOTED that the scheme had been advertised in the Parish News and that letters had been sent to local groups but it was also NOTED that the response rate had been low. The scheme will be advertised again in the July Issue of The Parish Newsletter.
- ii. A parishioner advised that the barrier on the footpath between Hill View and Upper Street had been damaged.

- iii. A bench in the Churchyard was still badly in need of repair. Cllr Ian Spiers advised that he needed to remove the bench to repair it and that recent wet weather had prevented him from doing so.
- iv. A parishioner asked whether the Railway Memorabilia as listed in the Asset Register was in the possession of the Parish Council. It was NOTED that it was not and that a letter should be sent to Graeme Evans, a former clerk asking if these items could be returned to the Parish Council for safekeeping.
- v. A parishioner advised that on the steps up to Hill View, one of the paving slabs was now broken. It was AGREED that the Parish Clerk should write to Rooftop Housing to advise them of this.
- vi. It was also noted that the streetlight in Crown Lane was still permanently lit due to the vegetation that had grown around it and it was noted that the Parish Clerk would try and contact the property owner.

DRAFT