

28.

**MINUTES of Offenham Parish Council virtual meeting
held by zoom on Monday 7th December 2020**

Parish Councillors: Lorraine Knight, Chairman.

As per attendance register: Ian Graham Anthony Ward James Moclair
Kathleen Henderson Victoria Jervis Richard Evans
Marcus Taylor

In attendance: Diane Cox (Clerk)
Aaron Powell, District Councillor

20/246 Apologies

Apologies received from Cllr Morgan-Wright.

20/247 To receive Declarations of Interest & updates to Members' Register

None

20/248 Open Forum

Appended to the minutes

20/249 Meeting re-opened and the Minutes of previous meeting were considered.

The minutes of the Parish Council meetings held on 2nd November were accepted as a true record and will be signed by the Chairman in due course.

20/250 To be advised of any urgent matters not herewith included (at the Chairman's discretion).

- Concerns were raised about the mud on the road in Three Cocks Lane and flooding towards the junction with Newtown.
Various discussions took place and it was mentioned that the drains were blocked and required attention. The clerk advised that she would raise the issue with the County Councillor as he was already aware of the narrowing highway due to mud.

**20/251 Clerk's Report:
Defibrillator**

- The defibrillator cabinet has now been installed outside the village hall, West Midlands ambulance service as been notified and aware of the access code. As a safeguard, Cllr Moclair has also kept a record of details at the village hall together with the spare pads.

NHB Information and Questionnaires

- These have been distributed with the parish magazine and a steady flow of responses have been received.

Recreation ground fencing

- John Betts has advised that he will be unable to start the fencing around the play area until March.

Bus shelter, near the Maypole

- Work has now been completed on the bus shelter; Cllr Ward has inspected the site and confirmed that a good job has been done by John Betts.

Three Cocks Lane

- Reports have been received about mud on the road in Three Cocks Lane and flooding towards the junction with Newtown.
- The lengthsman has been requested to plant the conker tree in Three Cocks Lane.

Dog Waste Bin in Ferry Lane opposite Boat Lane junction

- Damage to the post supporting this bin has been reported to Wychavon DC, no response from Phil Childs has yet been received.

20/252 To receive correspondence

Circulated by email when received.

20/253 To consider request for a donation towards setting up a Historical Society in Offenham.

No further information has been received so it was suggested that the clerk make contact and request that they contact the PC once they have evidence of more interest from parishioners.

20/254 To consider actions required regarding New Homes Bonus money.

A total of 39 questionnaires had so far been received with the closing date being on the 24th December.

20/255 To consider request on behalf of the VHC for funding for the terrace project.

The PC is waiting upon results of the residents survey for potential allocation of NHB money before further consideration could be made.

20/256 To consider inclusions for monthly Parish Magazine.

- Possible update on questionnaire return
- Cllr Evans will be standing down as a Parish Councillor at the end of December.

20/257 To consider formal acceptance for Iain Selkirk to act as Internal Auditor, subject to receipt of his confirmation.

Iain Selkirk confirmed by email that he would be available as Internal Auditor but there would be a slight increase to fees. The clerk advised that his fees had remained unchanged at £125 for the past few years. Cllr Ward advised having met with Mr Selkirk he was more than happy that the PC should continue to act for the PC. Proposed AW Seconded IG.

20/258 To consider a request from the Cobalt Medical Charity for a donation.

Several Councillors were not familiar with the charity although Cllr Graham advised that he was aware of their services, it was felt that the PC were unable to make a donation at this time

20/259 Member & committee reports:

Report from Footpath Warden - A detailed report was emailed to the PC since the last meeting.

Report updates on Rural Communities – No report

Neighbourhood Watch - A WM Police update was received warning of a series of thefts of catalytic converters in the area. Cllr Moclair advised that this information was added to the NHW website.

VHC – Cllr Moclair advised that the VHC were hopeful of further grants towards the terrace project.

Disaster Emergency Plan (only if updates have taken place) – No further requests from the meal service have been received to date.

PACT – currently suspended

20/260 To receive financial update and approve bills for payment etc**At bank:**

Current account 0649818	£	17374.31	as at 20.11.2020
Deposit account 7277881	£	53680.55	as at 20.11.2020

30.

Bills for payment:

<u>V no</u>	<u>Chq no</u>	<u>Payee & reason for payment</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
69	001721	E-ON	115.40	5.77	121.17
70	001722	Wychavon District Council	75.81	15.16	90.97
71	001723	Wychavon District Council	75.81	15.16	90.97
72	001724	Ford Electrical Ltd	317.00	63.40	470.40
73		Ford Electrical Ltd	75.00	15.00	
74	001725	John Betts	585.00		585.00
75	001726	Vale Press Ltd	30.00		30.00
76	001727	HMRC	433.20		433.20
77	001728	Maurice Parkinson Contract Services	272.00	54.40	717.60
78		Maurice Parkinson Contract Services	98.00	19.60	
79		Maurice Parkinson Contract Services	98.00	19.60	
80		Maurice Parkinson Contract Services	130.00	26.00	
81	001729	Diane Cox – Admin	64.41		636.88
82		- Mileage	21.60		
82		- Salary	550.87		
		Total	2942.10	234.09	3176.19

Cllrs Evans and Moclair advised that they would be available to sign the above cheques

20/261 To consider precept requirement subject to Council Tax base figure received from WDC

The Chairman advised that the Council Tax base figure would not be available until later this month and would be subject to approval by WDC committee in January. We expect to be advised of the provisional figure in readiness for the PC meeting in January. It was generally felt that there should be no increase to the precept for 2021-22.

20/262 To be advised of planning matters including:

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Applications:

20/02479/CU Newtown Nurseries, Three Cocks Lane, Offenham

Erection of 9 log cabins for holiday lets (revised scheme to approved application ref: 20/00656CU)

OPC comment – No objection however it should be stipulated that the cabins are for short term holiday lets only

20/02487/HP 2 Picadilly, Main Street, Offenham

Rear single storey extension.

OPC comment – No objection

20/02561/HP Old School House, Boat Lane, Offenham

Two storey side extension to replace garage.

OPC comment – No objection

20/02241/HP 14 Newtown, Offenham

Rear infill extension and balcony off master bedroom above.

OPC comment – No objection

20/02260/FUL VS Palade, Laurels Road, Offenham

Erection of 11,899sqm of polytunnels for vertical cultivation of salad crops. Variation of condition 9 Ref: 19/01013/FUL

OPC comment – No objection

20/01799/FUL Evesham Vale Growers, Blackminster

Erection of detached structure to accommodate canteen and staff welfare unit.

OPC comment – No objection

Decisions:

20/01835/HP & 20/01836/LB The Old Manor, Court Lane, Offenham

Refurbishment of existing outillage listed outbuilding into home office. – **Approved**

20/ 19547/HP 8 Three Cocks Lane, Offenham

Single storey side and rear extension – **Approved**

20/ 1913/FUL Land between Hawthorn Villa and 1 Linwood Cottage, Station Road, Offenham

Erection of zero carbon infill dwelling including associated access and landscaping works. – **Refused**

31. **20/02006/HP** Lyncroft, Laurels Road, Offenham
Erection of 2-storey rear and side extension – **Approved**
20/01681/LB Greywalls, Main Street, Offenham
External repairs to timber frame and rendered infill panels - **Approved**

20/263 **To advise items for consideration at next meeting**

- To consider replacement for Cllr Evans as Deputy Chairman
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20/264 **To consider date & time of next, meeting - at 7.30 pm on Monday 4th January 2021**

Meeting closed at 8.35pm

Signed
Chairman, Offenham Parish Council

Date.....

Open Forum

Report from Aaron Powell, County Councillor.

- Worcestershire in Tier 2 until 16th December , Covid rates fallen by 30% in Wychavon
- WDC are buying back the lease on Evesham Public Hall.
- Cllr Powell would be attending a Transport Forum around Evesham on Friday.
- Currently 4 rough sleepers in Evesham which is disappointing
- Census in March 2021
- Update on planning applications
- Cllr Powell advised that he would look into the extension period for the WDC grant to the VHC.

Cllr Richard Evans

- Cllr Evans advised that he would be standing down after 10 years of being a Parish Councillor at the end of December, he went on to thank the Chairman, Clerk and fellow councillors and said that he would continue to take an interest in the village.

