

**A Virtual Meeting (responses via email) of Ripple Parish Council
To be held on 20th April 2020
Fixed Response Date by Councillors 20th April 2020
in order to consider the following business:**

Public Question Time: Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman,
In these exceptional circumstances Residents were requested to submit any matters for review to the Clerk via letter, email or social media post no later than Friday, 17th April 2020 for the Chairman's consideration.

MINUTES

Apologies - To receive apologies and to approve reasons for absence

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| 1. | Cllr Sutton – no responses received to documents provided | Clerk |
| | Cllr Davis – responses received to documents provided via Chairman | |

2. **Declarations of Interest:**

All

a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
None

b. To declare any Other Disclosable Interests in items on the agenda and their nature.
None

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items.

Minutes - To consider the approval of the minutes of the meeting held on 25th February 2020.

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| 3. | The minutes of the meeting were circulated in advance to members and approved as an accurate reflection of the meeting.
Proposer Cllr Weyman
Seconded: Cllr Armitt
Chairman to sign at a later date – next full public council meeting | All |
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Progress reports from:- Report Circulated

Clerk:	General administration of correspondence emails and post. Uploading of documents to WCC website. Follow up on on-going matters. Communication with WCC Highways regarding on-going issues Checking of "RPCWorcs" email facility. Preparation of amendments to meeting calendar for 2020 liaising with The Beeches for alternative meeting venue dates, posting cancellation of meeting notification on noticeboards and website. Liaison with Smartcut temporary hold on cutting due to Government instructions relating to COVID-19. Discussion with lengthsman regarding "spring tidy up" requirements, cleaning of bollards and bus shelters, drainage gulleys all cleared to best of lengthsman's ability. Liaison to halt all duties as result of COVID-19. Discussions with various residents regarding Cullimore & Cemex applications. COVID-19 information and local support details posted on website and noticeboards and Cllr Aldridge posted on Facebook. Distribution of Cemex planning application documentation.	Clerk
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| 4. | Management: The Management Group, comprising Cllrs Aldridge and Jones liaised via telephone and email with the clerk to review on-going issues and set the agenda for this meeting. Review of minutes of last meeting. The various Cullimore planning applications were discussed, Cllr Aldridge and Clerk had discussions with various interested parties | |
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Finance: Cheques from last meeting distributed. Ledger updated. Preparation of Year End accounts.

Urgent Decisions: None.

Staff and Training: Nothing to report.

Planning: Councillors are requested to review applications/documents online please.

20/00433/HP	Windy Ridge 32 The Woodlands Ryall Upton Upon Severn Worcester WR8 0PQ	Erection of single storey rear extension	Pending decision
20/00436/HP	Long Meadow Uckinghall Tewkesbury GL20 6ES	Demolition of existing garden room. The erection of a single story rear extension.	Pending decision



19/01813/CM	Bow Farm Bow Lane Ripple Tewkesbury GL20 6EW	Proposed extraction of sand and gravel with restoration using site derived and imported inert material to wetland, nature conservation and agriculture (cross-boundary application).	Pending decision
19/01814/CM	Bow Farm Bow Lane Ripple Tewkesbury GL20 6EW	Proposed new vehicular access off A38, plus haul road, weighbridge/office, processing plant and equipment (including concrete batching plant), creation of clean water ponds, silt ponds, stock piles and other works and ancillary development associated with the extraction of sand and gravel and import of inert materials with restoration using site derived material to wetlands, nature conservation and agriculture (cross-boundary application with Worcestershire).	Pending decision
19/01297/FUL	Land At (Os 8726 3749) Bow Lane Ripple	Change of use of land to use as residential caravan site for one Gypsy family with 2 caravans, including no more than one mobile home, laying of hardstanding and erection of ancillary amenity building. NB – New Chalet Unit has been moved to site and occupied	Pending decision

Appointment of Chairman and Vice Chairman

Chairman – Phil Aldridge

Proposed by: Cllr Jones

Seconded By: Cllr Weyman

5.

All

Vice Chairman – Robin Jones

Proposed By: Cllr Aldridge

Seconded By: Cllr Baum

Appointment of Council Members

Written confirmation from Councillors of their willingness to continue in post received from: Cllrs Jones, Baum, Armit, Davis, Weyman, Aldridge

6.

All

No response received as requested in writing from Cllrs Sutton

Working Groups:-

The panel members of the RPC working groups were confirmed and reports provided where appropriate:-

Communications – PA Report Circulated The management group meeting scheduled for 31/03/2020 was cancelled due to the

Government's social distancing rules. The management group have, however kept in regular contact, via phone, email, & the occasional chance encounter whilst taking our permitted daily exercise. We have been closely following CALC guidance on how we might best proceed with Parish Council business under the current circumstances. Our understanding is that there will be no need to hold an Annual Parish Meeting this year, nor to hold elections – however we thought we should proceed with the latter, regarding the appointment of Chairman & Vice Chairman (Agenda item 5). Parish Councils have also been granted a time extension – until September – with regard to the publishing & auditing of accounts. We gave some consideration as to whether we might conduct Parish Council Meetings via Zoom video conferencing – which some of you may be using to keep in touch with family & friends during the lockdown. However we decided that this might not be practical for all of you & that we would try, instead, to get things done via email. We would welcome your views on how effective this Virtual Meeting format has been. It was agreed that whatever decisions are made as a result of any Virtual Meetings should be reconfirmed at our next face to face meeting.

7.

Community & Environment – TA & MD

Nothing to report.

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Planning – RJ & MB Agenda Item (4) Progress Report-Planning.

There are 2 current Planning consultations both are on circulation for Councillors comments.

20/00433/HP- 32 The Woodlands, Ryall, Upton upon Severn.

20/00436/HP - Long Meadow, Uckinghall, Tewkesbury.

Consultation to Members has been circulated, responses to be returned to Robin Jones by no later than 21st April.

Bow Lane Traveller site. It has been noted that the traveller caravan originally placed on the site has been replaced by a chalet building on permanent hardstanding. This has been reported to MHDC Planners.

The site has an outstanding Planning application for a traveller residential site for 2caravans, plus a Planning Inspectorate appeal against the original application for holiday chalets.

Upton Villages Together & Library – RS & KW

The library is currently closed during to the emergency, but is not under threat of reduced hours or permanent closure we await the outcome of the report on the future strategy for libraries in the county, the Trust is still on a sound financial footing but still lacks a secretary and treasurer.

Cemex Liaison – PA & Clerk

Chairman attended meeting Cemex Liaison Meeting on Tuesday 3rd March. It was chaired by Mark Lane (WCC) in Paul Middlebrough's absence. There were 5 Cemex representatives & 4 local council reps present (2 from Upton, 1 from Earls Croom & myself). The meeting lasted just 20 minutes, in which the plans for the proposed rowing lake were viewed. These have now been distributed to local councils. Robin has our copy and has already emailed you on this subject. Since the previous meeting CEMEX had sold a large portion of their UK Business to Breedon Aggregates. This will not affect the Ryall Quarry development or proposed lake scheme, as they will remain CEMEX assets. However, it does affect Shaun Denny (Planning Officer) and Caroline Wardle (Planning Technician) as they will be transferring to the employ of Breedon Aggregates. James Carling and Andlyn White (Both present at the meeting) will be taking over arranging future meetings until a new planning officer is appointed to the area.

County Councillors Report

Covid19

For the County Council the primary concern over the last few weeks has been to support residents, staff and volunteers working in community care homes and domiciliary settings. Supporting and helping them to obtain essential protective clothing has been of greatest concern.

The impact of the lock down is under constant review and I having been sending the clerk the Gold Control, twice weekly summaries along with other relevant material, share this information appropriately.

Planning

The Bow Lane application is undergoing further examination

North Ryall the application for the development has been received. It has been agreed with Cemex that it will not be consulted on until the separate, but interlinked application to vary the existing planning permission has been received, as it makes sense to consult on these applications together. Once both applications come in a decision to consult on the applications will be made in the context of the state rules relating to coronavirus, Minerals Local Plan Examination in public Unfortunately and in light of the most recent Government Guidance to control the Coronavirus outbreak, Local Plan hearings for the Worcestershire Minerals Local Plan due to take place between 5 to 7 May 2020 and 2 to 4 June 2020 have been postponed.

At this stage it is not possible to be certain when the hearings might be rescheduled but this is unlikely to be before late Summer or Autumn. Once new dates have been arranged the website will be updated and participants notified.

Highways

Roundabout A38 /A4104

Work continues on the detailed design for the roundabout scheme at the A38 junction.

Contact has been made with the owner's representative and Savills regarding the land. This has resulted in amongst other matters, the necessary permission for us to access this farmland to carry out the first ecological survey to determine whether Great Crested Newts and other species exist in the area. Whilst many works have been effected by the current

COVID19 pandemic, these surveys are time critical so we have been given authority to carry out this investigation.

Flood Damage

Thank you for reporting the scouring of the banks on the A4104, remedial work is going to be undertaken

In the next couple of months, the parish will receive £550 from the County allocation of £250,000 It is for the Parish council to decide, how it is spent but it should be aimed at community benefit rather than individual benefit.

A BIG THANK YOU TO ALL YOU RESIDENTS WHO ARE WORKING IN KEY OCCUPATIONS AND VOLUNTEERING TO SUPPORT THE VULNERABLE IN THE COMMUNITY

District Councillors Report

Services continue as best they can in the circumstances. No disruption the refuse collection, but fly tipping is on the increase. This to be looked into.

From a Small Business Grant perspective payments are now being made, I would encourage all businesses who qualify to apply on line as soon as possible.

I will be asking MHDC to start support planning for businesses and shops once the lockdown ends.

Can I also thank all the volunteers who have helping during the lockdown. There has been a great uplift in community spirit, and I hope this continues when we start to return to normal.

Approval of Process for Preparation of Year End and AGM via Virtual Meeting Process

New Government Directive issued by CALC.

Revised Timetable:- Year End & Accounts

It is proposed that under new government legislation approval of accounts are deferred until such time that the Council may call a full Annual General Meeting, (should be our first full meeting following the lifting of Lockdown Restrictions).

Clerk to prepare year end accounts and make arrangements for internal audit as in previous years. On completion of the audit the approved accounts will be distributed to Councillors and submitted for approval and signing (date to be agreed)

Cullimore Bow Lane Gravel Extraction Update

Cemex Gravel Extraction Update Agenda Item 9.

Cemex.

Cemex have informed RPC of a further planning application to Worcestershire County Council for additional gravel extraction and the construction of a boating lake at their Ryall North site. This is an extensive application and proposes a phase 5 additional extraction of gravel extending into Fish Meadow. The restoration proposes the creation of a professional rowing lake which would extend across the length of the phase 5 extraction and the existing approved extraction area currently being worked. Due to this, the current approved extraction site will require additional planning approvals. RPC understand that WCC Planners have asked Cemex to submit such plans to be considered with the new application. Consequently, the phase 5 application will be put out to formal consultation until the 2 applications may be considered together. Members will be informed when the formal consultations are opened so that the full application documentation may be viewed on line. RPC will then formulate a consultation response. It should be noted that this application relates only to mineral extraction and subsequent restoration of the site so is dealt with by WCC.

Cullimore's Bow Lane Gravel Extraction Application.

Worcestershire and Gloucestershire County Councils are still formulating their Regulation 25 request to the applicants for further clarification on Environmental information. When passed to the applicants for a response, details of the request will be published on line. It is expected that a response will take some time. The process will include further public consultation.

Review of Local Support Networks During Pandemic

Details posted on website and social media. Residents aware of facilities and schemes available. Various flyers and updates have been circulated. Clerk has been in contact with the management team at Beechwood Care Home and they confirm they are coping well with the situation and everyone is currently healthy. Thanks to our County and District Councillors for their input and all those who are assisting the community.

Chairman / Clerk

RJ

All

RPC wishes to express its thanks to all NHS and key support workers and volunteers at this time.

Updated Flooding and Emergency Plan Review/Adoption

11. To be defer until next meeting

To Be Deferred

Councillor comments and items for next agenda

12. Review of future RPC Newsletters – It was suggested that a more frequent possibly quarterly “basic” publication without illustrations be prepared and distributed. Cllr Baum has offered to draft a suitable document for consideration. Subsequently completed and distributed.

All

Date of Next Meeting:- To Be Advised
(subject to Government COVID-19 Directives)

Public Question Time:

The following Public Question Time submission has been received from a resident via email:-

Sent: 16 April 2020 10:37

To: clerk@rpcworcs.co.uk

Subject: Ripple Parish Council Meeting on Monday 20th April - Cullimore Bow Lane Gravel Extraction Update - REACT

Dear Ripple Parish Council

I'm writing to continue our contact with you as a representative of 'REACT' Ripple Extraction Action Community Team.

I would be very interested in finding out about Robin Jones' update on the Cullimore Bow Lane Gravel Extraction.

For our part we were at the point of sending out a Press Release before the lockdown happened. Jeremy Owenson had provided us with various contacts to send this to. I am attaching our proposed wording for this. I wanted to make sure that my references of support from yourselves and from Harriet Baldwin were acceptable to you. I don't want to breach any protocols. I also wondered if I could add Ripple Parish Council as a point of contact for anyone that wants to find out more about REACT. I am slightly nervous about putting my private email out in a newspaper.

I am waiting for the right time to continue with our activities, when some restrictions are lifted.

I look forward to hearing from you following your meeting.

Kind regards

Clerk has emailed a copy of Cllr Jones's Planning Report and received an acknowledgement and thanks for the information provided.

RPC are delighted to report that they received a delightful thank you message posted on the Facebook page from a resident of Naunton. We are most grateful to receive their comments.

The following Public Question Time submission has been received from a resident of Holly Green via a comment on the RPC Facebook Page:- (The Chairman drafted the following response which will be provided to the resident and an edited version posted on social media in response to her post for completeness)

“How are you supporting Beechwood Care Home with PPE and other necessary resources? How are you providing help to our elderly and vulnerable residents? How are you coordinating local residents to help each other? How are you helping the self employed at this time?”

The Chairmann's response is as follows Before addressing the specifics of the question, it is worth stating, for clarification, the purpose and responsibilities of a Parish Council.

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Ripple Parish is part of a 3 tier local government system as follows:

1. County Council - Worcestershire
2. District Council – Malvern Hills
3. Parish Council – Ripple

Ripple Parish Council is responsible to and serves the needs of all of its residents within the five distinct communities of: Ripple, Uckinghall, Naunton, The Grove, Ryall & Holly Green.

The main purpose of the Parish Council is to represent the views of all of its residents.

Its secondary purposes are:

- Responsibility for maintaining open spaces, play areas, bus stops, war memorials which it owns or maintains for third party owners.
- Deciding on how much money to raise, by way of a precept, in order to do so.
- Influencing the long term development policy for the parish by commenting on planning applications, as part of the Planning process.
- Seeking to improve the quality of life and the environment in the local area.
- Working to identify issues which are important to the lives of its residents.
- Working to bring about improvements through local projects, lobbying service providers & working in partnership with neighbouring parishes and the other tiers of local government.

When local and national crises occur, such as the recent flooding and the current COVID-19 pandemic, RPC takes its lead from Worcestershire County &/or Malvern District Councils.

And so to your specific questions:

Q: How are you supporting Beechwood Care Home with PPE and other necessary resources?

A: This is not a Parish Council responsibility.

The provision & distribution of PPE, and associated resources, to combat COVID-19 is being co-ordinated at national government level. The whole of the UK is on a Gold Command footing. Gold Command is a multi-agency structure that comes into play at times of extreme crisis and **Worcestershire County Council** has a key role in monitoring the local spread of COVID 19 and the demand for PPE in our area. **Beechwood Care Home** will be catered for within this. Our **Worcs County Councillor** keeps us up to date with regular internal Gold Command briefings.

Q: How are you providing help to our elderly and vulnerable residents?

A: Ripple Parish Council was invited and joined up to the 'Stay Connected' scheme coordinated by **Upton Town Council and Upton Baptist Church**, and which is currently providing helpline and practical support for Upton and surrounding areas. Information leaflets have been distributed and the scheme has been regularly promoted through local social media platforms. RPC remains in regular contact with Stay Connected, and those councillors in a position to do so have made themselves available to be called upon as and when required. Several parish residents are actively involved in distributing medical prescriptions and food parcels. It is worth pointing out that RPC is currently made up of seven councillors, a number of whom fall into the elderly and vulnerable category themselves, and as such are restricted in the level of practical support they can provide for others.

Q: How are you coordinating local residents to help each other?

A: During the early stages of the outbreak we put out a call for local residents who would be prepared to support neighbours with shopping etc. We have a list of names but as yet have not had to use it. This is principally because of the effectiveness of the **Stay Connected Scheme**, particularly with regard to delivering prescriptions and food parcels. Residents across the parish were also very quick to set up local support networks within their own neighbourhoods. We are aware of groups providing support for neighbours in Ryall, Uckinghall, & Naunton, and have offered to assist them in any way we can. We are so liaising regularly with our **Malvern Hills District Councillor**, who lives locally. A lot of time has been spent putting out useful information updates for residents – usually on a daily basis- via the **@RPC2017 Facebook Page**, which we also share with the **Ripple**

Parish Noticeboard, Upton Parish Noticeboard, Ripple Nextdoor, & Naunton WhatsApp groups.

We understand that not all residents use social media and we have appealed to those who do to share relevant content to friends and neighbours.

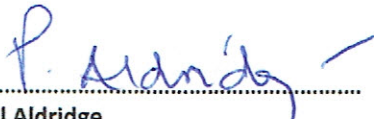
Any of the RPC councillors can be contacted by phone or email. Details can be found on the parish noticeboards, in the 'Winter Update' which was circulated to every home in the parish (in January), or on the official website: <http://e-services.worcestershire.gov.uk/MyParish> (scroll down to Ripple).

The **RPC chairman** updates the social media and has published his personal contact details on a couple of occasions. A few residents have been assisted this way.

Q: How are you helping the self employed at this time?

A: This is not a Parish Council responsibility other than to raise awareness of the financial support made available by the Chancellor in the form of loans/grants available to small businesses, including the self employed, which is being administered at local level by **Malvern Hills District Council**. This has been promoted on the RPC Facebook Page.

Signed


Phil Aldridge
Chairman - Ripple Parish Council

