



Rous Lench Parish Council

**Councillors are summoned to a meeting of Rous Lench Parish Council at 7pm on Monday
27th November 2023 in Rous Lench Village Hall**

Press and public are cordially invited to attend

Agenda

- 1. Chairman's welcome**
- 2. Apologies for absence:** To receive apologies and to approve reasons for absence.
- 3. Declarations of Personal and Prejudicial Interest**
 - 3.1. Register of Interests:** With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their register of interests as required. *Failure to register or declare an interest may result in the commission of a criminal offence.*
 - 3.2. Disclosable Pecuniary Interests:** To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. *Councillors with a Disclosable Pecuniary Interest must leave the room for the relevant items.*
 - 3.3. Other Disclosable Interests:** To declare any Other Disclosable Interests in items on the agenda and their nature. *Councillors with an Other Disclosable Interest may need to leave the room for the relevant items.*
 - 3.4. Dispensations:** To consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
- 4. Open Session:** *The meeting will be adjourned for the open session.*
 - 4.1. District Councillors:** To receive a report.
 - 4.2. County Councillor:** To receive a report.
 - 4.3. Police:** To receive a report.
 - 4.4. Public participation:** At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration. *Maximum duration 5 minutes per person and 15 minutes in total.*
- 5. To consider and adopt the minutes** from the Parish Council meeting on 28th September 2023.
- 6. Planning:** To consider the following planning applications to be determined by Wychavon District Council and appeals to be determined by the Planning Inspectorate:



Clerk: Kerry Williamson
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- 6.1. **SWDP Review consultation** – response provided by RLPC. Any updates to be provided.
 - 6.2. **W/23/00141/FUL & W/23/00142/LB**, St Peters Church, Rous Lench - alterations to church to include air source heat pump, stone meter pier, external terrace, maintenance outbuilding, solar PV panels and cycle racks. Application approved by Wychavon District Council.
 - 6.3. **W/23/00321/FUL**, The Caravan At, Radford Road, Rous Lench, Evesham, WR11 4UL - additional two static caravans, one touring caravan and two day rooms to form three gypsy pitches on approved gypsy site (W/15/01159) for members of the same family already living on the site. Comment provided by RLPC, currently pending decision.
 - 6.4. **Appeal: 21/00712/FUL**, The Caravan At, Radford Road, Rous Lench, Evesham, WR11 4UL - Replacement of existing dwelling and ancillary buildings with construction of new two-bedroom bungalow together with relocation of vehicular access track (part retrospective). Appeal allowed and planning permission granted by The Planning Inspectorate.
 - 6.5. **W/23/01290/HP (Clerk's delegation)** To note comments submitted between scheduled meetings: Court Hill House, Rous Lench, Evesham, WR11 4UJ - Two storey entrance extension with Bedroom over. Replacing extension granted in 19/01149/FUL.
 - 6.6. **W/23/01944/HP (Clerk's delegation)** To note comments submitted between scheduled meetings: The Thatch, Alcester Road, Radford, Worcester, WR7 4LR - The provision of a replacement outbuilding with a timber built single storey lodge for occasional accommodation for guests as ancillary use of the existing house.
 - 6.7. **W/23/02150/HP**, Sunstones, The Green, Rous Lench, Evesham, WR11 4UN - Installation of PV panels on roof. To discuss and provide comment.
 - 6.8. **W/23/02236/FUL**, Land On, Little Ashdene Farm, Kington Lane, Kington - Change of use of land to residential for the erection of 3 dwellings. To discuss and provide comment.
7. **Progress reports: Clerk's report**
 - 7.1. Update Council on actions since previous meeting.
 - 7.2. To approve Clerk's request for annual leave.
 8. **Community Orchard/Garden and Allotments:** update from Cllr Newton.
 9. **Rous Lench and Radford Parish:** Items for discussion or decision or to share updates.
 - 9.1. Asset maintenance checks (standing item).
 - 9.2. Vehicle Activated Sign (VAS) – to consider the need for additional VAS.
 - 9.3. King's Coronation funding – update on tree & plaque.
 - 9.4. Defibrillator – update on the funding for a defibrillator for Radford.
 - 9.5. Community Infrastructure Levy (CIL) funding – to consider options to spend the CIL funding on.
 - 9.6. 80th Anniversary of the D-Day Landings (6th June 2024) – update on local events.

- 9.7. Biodiversity Policy requirement – to discuss how the Council can comply with the policy.
- 9.8. Parish Tree Warden – to discuss the requirement for a tree warden.
- 9.9. Local noise pollution – to discuss a noise issue raised by residents in Radford.

10. Finance:

- 10.1. **End of year accounts and audit** – To provide an update on the audit process.
- 10.2. **Budget and Precept 2024/25:** To consider recommendation from the Finance Working Group and approve.
- 10.3. **Clerk’s employment:** To note the National Salary Award 2023-24.
- 10.4. **Budget expenditure:** To consider and approve.
- 10.5. **Bank reconciliation:** To consider and approve.
- 10.6. **Invoices:** To approve the following invoices for payment:
 - 10.6.1. Kerry Williamson (October and November salary and expenses).
 - 10.6.2. Simon Skeys (Lengthsman).
 - 10.6.3. Rous Lench Village Hall – hall booking for meeting.
 - 10.6.4. London Hearts – defibrillator & cabinet (match funded).
- 10.7. **Clerk’s Delegation:** To note the following payments made between meetings:
 - 10.7.1. Taylor Landscape & Design (allotments – CLG funding): £24,277.80
 - 10.7.2. Taylor Landscape & Design (allotments – CLG funding): £1,872
 - 10.7.3. PKF Littlejohn LLP (External audit fee): £252
- 11. **Correspondence:** Clerk to present correspondence received since previous meeting.
- 12. **Councillor Reports & Items for Future Agenda.** To provide an opportunity for councillors to report minor matters of information not included elsewhere on the agenda and to raise items for future meetings. *Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*
- 13. **Date of the next meeting:** Monday 29th January at 7pm.

Dated 21st November 2023

*Kerry Williamson
Clerk and RFO*