

# BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 10<sup>th</sup> June 2019**.

**Present:** Councillors: Mr Nick Bradley (Chairman), Mr Kevin Falvey, Mr Neil Leyden, Mr Andrew Rhodes, Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

**In Attendance:** Mr Tim Drew (Clerk).

## 1. Apologies for Absence.

Apologies were received and accepted from Cllr Richard Coghlan, Cllr Matt Darby and Cllr Phil Handy.

## 2. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon.

## 3. Adoption of the Minutes for of the Meetings held on Monday 13<sup>th</sup> May 2019.

These minutes were **approved**.

## 4. Finances.

a) Invoices to be paid:

### Village Hall:

|                     |   |          |
|---------------------|---|----------|
| Jo Lomasney         | Balance of Wages – May 2019             | £284.41  |
| Darren Rosser       | Bar Work – May 2019                     | £100.00  |
| Mark Farey          | Maintenance Front & Rear of External VH | £210.00  |
| RPK Maintenance     | Kitchen Area Damp Repairs               | £433.72  |
| RPK Maintenance     | Bay Window Replacement Tiles & Gutter   | £2314.00 |
| CW Hygiene Services | Window & Gutter Cleaning                | £300.00  |
| CW Hygiene Services | Unblocking Downpipes                    | £90.00   |

### Parish Council:

|                       |                                      |          |
|-----------------------|--------------------------------------|----------|
| Business Supported    | Balance of Clerk's Wages – May 2019  | £229.95  |
| Business Supported    | Expenses – Mileage                   | £25.65   |
| AGJ Contracting       | Tree Surgery – Brensham Court, etc.  | £425.00  |
| Kings Chambers        | Planning Consultation & Advice       | £2100.00 |
| Avon Navigation Trust | Annual Membership (Apr 19 to Mar 20) | £10.00   |
| Pippins Accountancy   | Financial Statements for 2018-19     | £447.50  |
| Came & Company        | Annual Insurance (Hiscox)            | £3734.50 |
| David Gray            | Lengthsman Services – May 2019       | £361.70  |

The above payments were **agreed**.

b) Financial Report:

The May 2019 bank statements and cash book were **approved**.

It was **agreed** the Village Hall should invoice the Parish Council for the £275 Hall Hire for Election 2nd May 2019, paid by Wychavon.

## **5. To approve the Annual Governance Statement for 2018-19**

Proposed by Cllr Sly, seconded by Cllr Shiels and **agreed**. The document was signed by the Chairman and Clerk.

## **6. To approve the Accounting Statements for 2018-19.**

Proposed by Cllr Rhodes, seconded by Cllr Falvey and **agreed**. The document was signed by the Chairman and Clerk.

## **7. To approve reviewed parish council documents dated 13<sup>th</sup> May 2019.**

- a) Standing Orders – **agreed**.
- b) Financial Regulations – **agreed**.
- c) Risk Assessments – **agreed**.

## **8. Planning.**

### a) For Ratification:

- i. 19/00907/HP The Grange, Rectory Lane, Bredon's Hardwick, GL20 7ED  
*Single storey rear and side extension.*

**No objection.**

- ii. 19/01028/HP Box Cottage, Lower Lane, Kinsham, GL20 8HT  
*Erection of garage building.*

**No objection.**

- iii. 19/00804/HP Wenrix, Chapel Lane, Kinsham, GL20 8HS  
*Two storey extension.*

**No objection.**

### b) For Approval:

- i. 19/00997/HP 20 Queensmead, Bredon, GL20 7NG  
*Two storey side extension.*

**No objections, subject to officers being satisfied that the proposal meets the South Worcestershire Design Guide SPD.**

- ii. 19/01167/HP 6 Pippins Road, Bredon, GL20 7NJ  
*Single Storey Rear Extension.*

**No objections.**

The parish council's comments for all the above were **agreed**.

### c) Approved:

- i. 19/00664/HP - Kinsham House, Cheltenham Road, Kinsham, GL20 8HP
- ii. 19/00806/CLE 1 Fairview Cottages, Westmancote, Bredon, GL20 7ES
- iii. 19/00595/FUL Field So 9239, Eckington Road, Bredon's Norton

### d) Withdrawn:

- i. 19/00701/FUL Meadow Hill, Eckington Road, Bredon's Norton, GL20 7HD

### e) Other General Planning Matters.

The parish council have submitted a rebuttal of the latest legal opinion from the developers of Mitton Bank. Wychavon has allocated Katherine Smith as the new case officer for the outline planning application.

## **9. Traffic and Highways Group.**

Emily Barker of Worcestershire County Council acknowledged the parish council's letter and confirmed a revised meeting date with Tewkesbury District and Gloucester County Council was being arranged. She confirmed they are working with Wychavon to review the South Worcestershire Development Plan and on current site proposals and planning applications.

### **10. Natural Networks.**

The exhibition held on 14<sup>th</sup> May 2019 attracted 10 residents; providing details of the proposed improvements to the Glebe Field and Playing Fields Corner. Cllr Shiels will complete the application form after quotations have been received. A Wychavon Legacy Grant application will also be considered.

### **11. Bredon Art at the Village Hall.**

An application for funding from 'National Lottery Awards for All' cannot be submitted until August 2019. Cllr Leyden will explore other grant opportunities and report in July. It was **agreed** that the parish council would self-fund the project if external funding was not available.

### **12. Councillor's Email Addresses, Lanyards and Business Cards.**

This is good practice, particularly for outgoing emails. All emails to be auto copied to Clerk for official archive. Policy to be introduced after initial usage. It was **agreed** to introduce emails and provide business cards and lanyards, to be used at individual Councillor's discretion.

### **13. BCPR – Bark Replacement.**

It was **agreed** to provide bark for the bucket swing at £750 for 6 square meters. After discussion it was **agreed** to continue with the use of bark for the Climbing Frame, due to concern over the longevity of the frame posts and environmental reasons. Clerk to liaise with Cllr Sly and respond to BCPR.

### **14. Commemorative Events.**

It was **agreed** to acquire a Christmas Tree (approx. 15 foot) for December to be sited in a tub outside the main entrance to the Village Hall. The provision of a flagpole will be considered by Councillors at a future date.

### **15. Pavement/Footpath Improvements.**

It was **agreed** that the Clerk would write to Cllr Hardman advising the priorities would be the footpath between the School & The Dock and the Malthouse Lane footpath. Cllr Rhodes is to coordinate the movement of the hedge between the Surgery and Queensmead with both Kemerton Estates and a contractor.

### **16. Reinstatement of Bredon Hill Surgery Hedge.**

It was **agreed** to repair the hedge and instruct a contractor to prepare and plant the damaged area.

### **17. Parking on Pavements.**

Although part of a long-term Transport and Highways Group scheme, as an alternative to line marking it was **agreed** to purchase two 'A-Frame Signs', to be placed adjacent to the pavement fronting the car park opposite the Bowling Club as a deterrent.

### **18. Correspondence for Information.**

The Clerk provided the following update:

- Working Groups and Councillor appointments are to be made at the July meeting. The Clerk is to assume Councillors agree to remain in their current appointment if not contacted.
- Bredon Hancocks had requested banners be placed around the Village to attract additional students. The Chairman attend a School Governors meeting to encourage other promotion

outside the parish and via the sports clubs. It was **agreed** to allow these banners in Bredon Parish if these were rotated.

- The Village Hall Committee have received a quotation (£4,380 plus VAT) to improve access to the Village Hall for the elderly and disabled via automatic double doors. It was decided to explore a more cost-effective solution.
- A request for a recycling collection point for coffee pods and water filters has been received. Clerk to contact Wychavon to establish viability.

## **19. Progress Reports and Updates**

a) Clerk:

A Wychavon response to the Section 106 Car Park Fencing application had been received and will be reviewed and challenged.

b) County & District Councillor:

No report.

c) Defibrillators.

- Cross Keys installation in progress.
- Training Courses to be planned at suitable venues.

d) Assets of Community Value.

- Royal Oak application requires further review before re-submission to Wychavon.
- Fox and Hounds has been purchased by Donnington's Breweries.

e) Village Hall and Office Accommodation.

- Clerk to chase external signage.
- Bay Windows and Roof now completed.
- Building Control application under review. Office Suite building works should commence mid-July.

f) SmartWater Initiative.

- All signage received and Cllr Falvey will produce map of sign locations for subsequent installation by the Lengthsman.

g) Police Liaison.

Three crimes were reported in Bredon during May 2019. A burglary at a property on Main Road, Bredon. A theft from a van owned by Western Power Distribution and Interference with a motor vehicle at Queensmead.

h) Website and Parish Magazine.

To include Obelisk Bench, Surgery hedge, Pavement Parking and SmartWater Signage.

## **20. Councillor's Reports and Items for Future Agenda.**

Cllr Sly reported that Chris Poulton, Chairman of Reeds Close Almshouses is requesting additional assistance and that all six units are occupied.

## **21. Date of Next Meetings.**

Monday 8<sup>th</sup> July 2019.

Meeting closed at 09:30pm.