

EASTHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Eastham Parish Council
held by VIDEO (due to Covid 19 restrictions) at 7.30pm on Monday 8th June 2020

Present: Cllr Arnold (Chairman), Cllr Matravers,
Cllr Adams, Cllr Ward

In Attendance: Clerk, County Cllr Ken Pollock

1. **Apologies:** None.
2. **Co-option of Cllr** – No applications received.
3. **Declaration of Interest:**
 - a. **Register of Interests** – Cllrs reminded to keep their registers updated.
 - b. **Disclosable Pecuniary Interests** – All Cllrs Item 13 Eastham Memorial Hall
 - c. **Other Disclosable Interests** – As above.
4. **Dispensations** - To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –
Dispensations received – All Cllrs Item 13 Eastham Memorial Hall. Dispensation granted at previous meeting for this item until May 2023.
5. **Public Question Time** – No public present
6. **County Cllr Report** – see report at end of minutes.
District Cllrs Reports – Apologies received, see report at end of minutes.
7. **To review Councils Scheme of Delegation** (circulated) – Clerk suggests following wording be added -
Due to COVID 19 Virus urgent decisions usually agreed at meetings to be agreed as follows -
To be agreed by email with responses from all Cllrs if a meeting cannot be held for technical reasons or health reasons. This is to commence from 20th March 2020 until the Government advise normal meetings can be held. It was agreed by all to adopt as circulated.
8. **Minutes of last Meeting:** Minutes of Parish Council meeting held on 28th January 2020 were agreed by all and signed by Chairman.
9. **Reports on meeting attended by Clerk/Cllrs:** -
Clerk attended - Eastham Residents Association AGM 27th February – 7pm
WCALC - Clerks Gathering – 10th March, Zoom meetings due to Covid 19 regulations.
10. **Finances** –
 - a. **Payments made** – Mr I Mapp (LM April 2020) = £216.00, see item 12.
 - b. **Payments received** – TSB = £250.00 (due to Bank error), MHDC Precept = £4150.00. WCC LM February 2020 = £195.00.
 - c. **Bank Reconciliation** – January/February/March 2020 signed, Balance in cash book agreed as £17640.25, April Balance agreed as £21837.05
 - a. **Asset Register** (circulated) – It was agreed no changes need to be made to register.
 - b. **Certificate of Exemption from External Audit** (circulated) – It was agreed by all PC income and expenditure for 2019-2020 were both under £25000.00.
 - c. **Annual Governance Statement** (circulated) – It was agreed by all Council are adhering to all the requirements.
 - d. **Internal Auditors Report** (circulated) – Auditor had no queries to raise.
 - e. **Annual Return/End of Year Accounts 2019-2020** (circulated) – Accounts agreed by all as circulated, it was agreed by all Chairman to sign all documents, balance of £17640.25 in accounts. Budget reviewed and agreed as circulated.
11. **Planning:**
 - a. **Plans received since last meeting** – See item 16.
 - b. **Decisions received since last meeting** – None.
19/01538/HP Associated Ref: 19/01539/LB – Old Farm, Eastham, Tenbury Wells WR15 8PA – Internal and external alterations including conversion of attic to create two bedrooms and a bathroom with new

EASTHAM PARISH COUNCIL

rooflights, new bathrooms on first floor, removal of partition and staircase on ground floor, new windows and external doors; new tiled roof slopes incorporating insulation between rafters. **Approved by MHDC**

- c. **Plans for consideration at this meeting –**
20/00702/HP – 1 Astley Orchard, Eastham, Tenbury Wells WR15 8NR – Demolition of single storey side extension and porch and erection of larger extension and porch. It was agreed by all to support the application with no further comments.
- d. **Outstanding issues -**
19/00190/FUL – Oaktrees Caravan, Highwood WR15 8PB – Update on compliance with conditions of Planning Approval dated 15th July 2019. Clerk awaiting update from MHDC.

12. To confirm matters agreed by email due to Covid 19 measures –

- a. **Circulated by email on 7th April –**
Contract for Mowing of Millennium Green 2020-2021 – It was agreed by all to accept quotation from MTM Morgan. To query increase as fuel costs are low at moment, to monitor fuel costs during year.
- b. **Circulated by email 6th May 2020 for agreement**
Insurance renewal details from 1st June 2020 – It was agreed to renew insurance with Hiscox at cost of £441.91, four quotations had been circulated.
Worcestershire County Association of Local Councils subscription 2020-2021 – It was agreed to renew at cost of £168.05.
Internal Audit – It was agreed to pay invoice of £70.00.
New Code of Conduct – It was agreed to adopt the Code as drafted, MHDC have been informed.
LM Contract for 2020-2021 and Risk Assessment for LM work – It was agreed to renew contract with Ian Mapp. Risk Assessment was agreed and is a new requirement that WCC have asked for.
It was confirmed by all at this meeting that the above matters had been agreed as circulated.

13. Eastham Memorial Hall – to consider urgent matters that may need to be discussed at this meeting.

Clerk had circulated a letter received from EMH on 7th June 2020 with the following request –

- Can PC agree to withdraw the condition agreed in 2018 about an Indemnity being required for the appointed Contractor as the costs involved would fall back on EMH and are expensive for cover given.
- Can PC agree to EMH choosing preferred Contractor without taking the matter back to PC as Landlords of the Building.

After discussion Cllr Worsley put forward the following resolution -

Withdrawal of Indemnity requirement and approval of preferred Contractor by Eastham Parish Council (the Council) in respect of Eastham Memorial

RESOLUTION - Eastham Parish Council [the Council] HEREBY CONFIRMS agreement for the Trustees of Eastham Memorial Hall [the Trust]:

A - To proceed with the final selection of a Preferred Contractor to be submitted to the Big Lottery Fund [the BLF] and

B - The withdrawal of the condition agreed at the meeting of the Council on the 12th November 2018 [Minute 5b of the Minutes of the meeting on that date] and any requirement for a Performance Bond or any other form of separate Indemnity SUBJECT TO compliance with all of the following conditions:

1 - The Big Lottery Fund [the BLF] award of a Grant in a form and within a time scale acceptable to the Trust.

2 - The Preferred Contractor is approved by the BLF and is the appointed Contractor following the Tender Evaluation Process for the demolition of the existing Memorial Hall and the rebuilding of a new Memorial Hall [the scheme] conducted by the Trust.

3 - The terms and overall costs of the scheme and the building contract entered into between the Trust and the Appointed Contractor are acceptable to the Trust including any advised indemnity or contingency provisions recommended by the appointed Project Manager and/or Amber Projects”

The resolution was seconded by Cllr Adams. A vote by show of hands was taken, it was agreed by all to pass this Resolution as worded in these minutes, a copy to be sent to EMH Trustees.

14. Road Report:

- a. **Lengthsman –** continuing work to ensure drains/grips are clear.
- b. **Problems to report – none**
- c. **Outstanding queries -**
- **Eastham Bridge damage/dead trees –** Dead trees to be replaced, damage to be repaired. Trees left my flood to be removed, all confirmed by WCC.
 - **Orleton Road –** collapse of roadside – no progress.
 - **Astley Orchard slippery pavement issue –** no progress.
 - **Blocked drains by Old Farm, Eastham –** now cleared.

EASTHAM PARISH COUNCIL

15. Correspondence for Information:

Worcestershire Dementia Meeting Centres – information meeting – 10th February – 10.30-1pm Worcester
COVID 19 updates from CALC, NALC, WCC, MHDC, Police
Worcestershire Development Plan – Power Point presentation
WC Mineral Local Plan – all consultations and updates
WCC Budget Briefing meeting information
Eastham Welfare Trust Report and Accounts 2019-2020

16. Clerks report on Urgent Decisions since last meeting –

Payments made – Agreed by email – 10th February 2020 - Eastham Memorial Hall planning fee £142.00 (amended plans submitted for approval by MDHC)
Plans circulated by email 21st April 2020 –
20/00360/HP Associated Ref:20/00361/LB – Old Farm, U95406 Eastham, Eastham WR15 8PA – Restoration of existing cottage for use as ancillary residential accommodation and occasional holiday let use; creations of new parking area and turning areas. **It was agreed to support this application with no further comments.**
30th May 2020 – Complaint regarding attack on wild birds – Clerk advised resident to report to Police.

17. Councillor's reports and items for the next agenda.

Agenda items – Eastham Memorial Hall

Chairman wished to thank Eastham Residents for support shown to the Arnold family during Rachels short illness and after her death. The family have been taken aback by the messages of support and thanks for the work Rachel did for the residents of Eastham, it has been a great comfort to them at a very difficult time.

18. Date of next meeting: To be confirmed.

19. Meeting closed 8.00pm.

Signed-----
Chairman

Date 2020

Public Question Time – No matters raised.

District Councillors Report

I do hope everyone is keeping safe and well? I have copied a few details for your perusal:

Good news for members of Malvern Hills Good Neighbour Network: We are offering all schemes signed up to the network free access to our Spacehive crowdfunding platform, People Make Places Fund, to unlock and raise funds to support the sustainability of your community group. The People Make Places Fund launched on Monday 1st June, and we encourage you to submit a crowdfunding application as soon as possible. Supporting our communities to respond to the coronavirus pandemic is not just about dealing with the immediate crisis. It also requires a long-term commitment to helping our residents and businesses recover from the impact of the virus. Helping our local economy and our communities to rebuild is important to our overall recovery plan, link <https://www.malvern hills.gov.uk/community/coronavirus-covid-19-update>.

We want to get behind projects that have the support of the community and make a positive difference and we believe that the Good Neighbour Network is a key part of this. We have pre-selected some groups and organisations that we know are providing important services and support and would benefit from additional financial help to allow them to continue their vital work. To support you to reach your target, MHDC will pledge up to 50% to each group, funding a maximum of £200. The remaining funds will need to be pledged by members of the community and other interested funders, over a six week period unless the total is reached sooner. You will receive support from both MHDC and Spacehive to generate interest and access other sources of funding. As an example, raised funds could cover: Annual phone contract - £72, Phone purchase - £10, DBS checks for eight volunteers @ £30 - £240, Stationery / publicity - £50, Promotional materials - £150, Total: £522 To fill out an expression of interest form, please Click https://docs.google.com/forms/d/e/1FAIpQLSepuoJkpXTORUXDbJfbazhZ3AAL6yZpfnaRNiu0eRaNiHLMew/view_form You will need to submit this by Monday 15 June. If successful, your crowdfund will be live shortly afterwards and will run until 31 July. If you have any questions, please email Sophie Jackson at Sophie.Jackson@malvern hills.gov.uk

I received an email from Malcolm Thompson, a trustee of NILS (No interest Loan Scheme), which is a small charity registered in 2013 covering Herefordshire, Worcestershire and Shropshire that provides zero-interest loans and/or grants for people experiencing acute financial problems. The vision is "To replace unethical loan sources that target the most vulnerable in our communities", within which group we include victims of crime and ex-offenders. We do not provide cash sums to individuals: we purchase essential items on their behalf direct from local suppliers, having first assessed whether they are eligible for a loan or a grant which depends upon their circumstances, and their situation: many want a "hand up" in the form of a small loan repayable over a period up

EASTHAM PARISH COUNCIL

to 2 years which gives them a sense of control and improves their self-confidence, while some qualify for a "hand out" due to their immediate financial distress. NILS has recently been awarded Community Grant Partner status by the Smallwood Trust and funds to support single women, with or without dependants, across the 3 counties, and can fund essential household items to the value of £400 such as washing machines, cookers, fridges etc., or support for entry into work including funding training and travel. Although NILS does respond to self-referrals, they prefer to work with colleagues in partner agencies. Mr Thomas has asked if local organisations could you promote the scheme via the website link. <https://nils.org.uk/>

Small Business and Retail, Hospitality and Leisure Grants Update: More than £14.35million in grant money has been given to businesses across the Malvern Hills District to support them through the coronavirus outbreak. Grants of either £10,000 or £25,000 have been sent to almost 1300 eligible businesses across the District in the past month. We are still urging eligible businesses affected by the pandemic, if they haven't already, to register online <https://www.malvern hills.gov.uk/business-support-and-jobs/business-rates-in-malvern-hills/reductions> so grants can be paid quickly. A range of business support measures have been made available to UK businesses and employees. To see the latest updates on Government support, visit their dedicated Coronavirus Business Support Hub. <https://www.businesssupport.gov.uk/>

Visit the Malvern Hills website <https://www.malvern hills.gov.uk/> to sign up for the latest email alerts for business during the Covid-19 pandemic.

Business Support Finder: Coronavirus (COVID-19) support is available to employers and the self-employed. You may be eligible for loans, tax relief and cash grants. To help you find out what may be available to you, use the Government based business support finder. <https://www.gov.uk/business-coronavirus-support-finder/y>
In case you were not aware, Tenbury Household Recycling Centre is now open. Days and times are:
Thursday 8.00 – 18.00, Saturday 8.00 – 18.00, Queuing is expected.

Here 2 Help reminder: If you are aware of anyone who is vulnerable and in need, please make sure they fill in the form or call the number on the <http://www.worcestershire.gov.uk/here2help>.

Worcestershire Community Foundation Covid-19 Response Fund: The Worcestershire Community Foundation (WCF) Covid-19 Response Fund was launched at the end of March, partnering with the National Emergencies Trust (NET). The Fund provides quick response funding to predominantly smaller charities and community groups which are addressing urgent need in local communities as a result of the Covid crisis. WCF has received £300,000 from the national fund, and to date given out £250,000 for 93 community projects offering a wide range of support services. These include Age UK H&W, St Paul's Hostel, Malvern Cube, Evesham Volunteer Centre, St Richard's Hospice and more. WCF has launched its own local fund, with donations from local people, trusts and organisations. To date this has raised nearly £20,000, with all funding given directly to the people who need it with no fees being taken. Visit www.worcsf.org.uk/ or follow WCF on Twitter (@WorcsGiving).
Take care all.

Councillor Caroline Palethorpe, Teme Valley Ward, Malvern Hills District Council, Tel: 07974 966412
caroline.palethorpe@malvern hillsdc.net

COUNTY COUNCILLOR'S REPORT

Flooding - In the light of the recent disastrous flooding in the Teme Valley, it is worth recalling that after the 2007 floods, the Environment Agency designed a plan to protect Tenbury town from flooding which would have cost about £5 million. This was judged not to be cost effective.

Last Wednesday, your MP, Harriett Baldwin, raised the matter in a twice postponed adjournment debate in the House of Commons. It is worth reading in Hansard, as it makes a powerful case for some perimeter barrier to protect the centre of Tenbury that lies between the Teme and the Kyre Brook.

Harriett circulated her speech to her three Tenbury councillors, Tony Penn, Bridget Thomas and me, and I think we were all in broad agreement that something should be done. Harriett has effectively supported five or six flood protection schemes in her constituency since the 2007 floods, and of the remaining two, Severn Stoke has now been given the go ahead.

Only Tenbury remains, and it presents obvious problems. The net result of last week's debate is that further work needs to be done on the design, but that alternative sources of funds are also needed. Harriett was responded to by the Floods Minister, Rebecca Pow, and it is worth reading her considered reply. Among other things she said:

The Government and the EA remain committed to helping reduce the risk and impact of flooding in Tenbury and increase the town's resilience, whilst also enhancing the environment and the economic prosperity of the community. I know that the EA has recently met with partners at the National Flood Forum, as well as the wider community, to examine all the options, including those that have gained interest from the Heritage Lottery Fund, in line with the Government's partnership funding approach. I welcome that aspect....The EA is working to demonstrate, though, how the scheme would benefit the economic growth of the town and the surrounding area, and as such, provide an investment opportunity for partners such as the Worcestershire local enterprise partnership.

EASTHAM PARISH COUNCIL

From this we can deduce that we not only have a complicated design to improve, and then approve, but we also need a secondary source of funds, for instance from the LEP, albeit that all such money may ultimately come by various routes from the Government. I am sure all local people will wish to support your MP in her endeavours, inasmuch as they align with the excellent work already being done by a number of civic leaders.

County Matters - In recent weeks, flooding has given way to the coronavirus pandemic in our thoughts, and we cannot ignore the terrible consequences of the virus to all our communities. You will be familiar with much that has been done since the start of the lockdown to minimise infections and the inevitable fatalities for some sufferers. WCC has adopted the "work at home" policy, and is managing to conduct much of its work satisfactorily that way. Naturally, there are many areas where on site working is required. Our highway crews are still active with patching, pothole repairs and a huge operation to improve footways. By the end of this month the 7 crews working on this will increase to 10.

At this time, it is unfortunate that for many people the solution to reduced use of public transport in London has meant strong pressure to assist cycling and walking in Worcestershire. So far, we have not seen the sort of temporary measures suggested as worthy of implementation. Our established policies, set out in LTP4, give us plenty of schemes to follow, where the funds allow.

Social workers need to keep in touch with children in care and those older people who need their assistance.

There are 179 care homes in the county and early on they indicated they did not want to take patients from hospitals if they might be infective with C19. As a result, the county booked 200 hotel rooms to take these patients, to ensure there would be no infection of others in care homes by these discharged patients.

It appears that other counties did not do this, and some authorities actually threatened to withhold payments to care homes if the latter did not take these potentially dangerous patients. This county avoided such problems, but has now stood down all the hotel rooms, except at Cadmore Lakeside, in St Michael's, Tenbury. While the number of patients dying in hospitals and care homes seems to be declining, vigilance must be maintained.

Meanwhile, most of our household recycling centres have re-opened, Tenbury opening for the first time three weeks ago. After an initial flurry of activity, resulting in queues on to the Bromyard Road, demand settled down and the staff were well able to cope. By now, all other sites are open, except Kidderminster and that is for traffic control reasons.

The impact on the local economy has been severe and we may see that some businesses will not survive. Small village shops have always been exempt from the general closure, and I am sure we are all grateful for the service they have provided. Garden centres may now open legally, and that is also true for many other shops. While the large online retailers have seen a surge of demand, I am sure we all recognise the importance of our local shops and hence we should patronise them wherever possible.

Personal and business advice is still available through the WCC website and "Here2Help", and the Worcestershire 1000 site, run by Worcestershire Business Central. In seeking to revive the economy we are very grateful for the help of the Local Enterprise Partnership, the Chamber of Commerce, the FSB and the NFU, among others.

Agriculture has more or less always relied on seasonal labour for fruit and vegetable picking, not to mention hops!. It is widely believed that supplies of overseas help have been terminated by our leaving the EU. This is not true, and various groups of workers have arrived from the east of Europe. In addition, however, the call has gone out for local people to offer to help, particularly for those displaced from their normal work. Sometimes, this has not been successful, for a variety of reasons. Access to farms may not be easy. The work may demand long hours for little pay. It may be hard and skilful. All in all, we must hope that our essential farming community continues to serve us with excellent local produce, at a time when overseas supplies may be limited or non-existent.

While not able to meet any of you face to face, I would like to assure you that I am available through the usual channels, and can offer help in a variety of circumstances, where the county is concerned.

Again, good luck to you all!

Cllr Ken Pollock, Cheltenham, GL50 2BZ