

BAYTON PARISH COUNCIL

Minutes of the VIDEO Parish Council Meeting of Bayton Parish Council held at 7.30pm on Tuesday 30th June 2020

Present: Cllr Clarke, Cllr Woodison, Cllr Lawrence

In Attendance: Clerk, County Cllr Ken Pollock, Dist Cllr Douglas Godwin

1. **Apologies:** Cllr Miles, Cllr Adams, written apologies received and accepted.
2. **Co-option of a Cllr** – No applications received.
3. **Declaration of Interest:**
 - a. **Register of Interests** – Cllrs are reminded to keep their register up to date.
 - b. **Disclosable Pecuniary Interests** – None declared.
 - c. **Other Disclosable Interests** – None declared.
4. **Dispensations** –
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – **Dispensations requested** – None
5. **Public Question Time** – See notes at end of minutes.
6. **County Cllr Report** – See notes at end of minutes, County Cllr left meeting after giving his report
District Cllr Report – See notes at end of minutes, Dist Cllr left meeting after giving his report.
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 majority of 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 the scheme as circulated.
8. **Minutes of Parish Council Meeting** held on 10th March 2020 were agreed by all signed by Chairman. Clerk and Chairman to meet to sign document.
9. **Progress reports for information** –
 - a. **Waste bins** – Waste bins stored at Clerks house ready for siting.
 - b. **Seat Clows Top and Bench Coronation Corner** – Clerk to order both.
 - c. **Village Gates** – B4202 – Gates held at Clerks house for installation by WCC on B4202 Cleobury side of Clows Top. A456 – Mamble PC have agreed to purchased gates for their side of Clows Top.
10. **Reports on Meeting attended by Clerk or Councillors:**
Clerk CALC Zoom meetings regarding Covid 19 and changes in Government Regulations
11. **Finances** –
 - a. **Payments made(circulated)** – Forest & Garden Machinery (third payment) = £414.00, Mr I Mapp (LM May 2020) = £216.00, Glasdon UK Ltd (recycling bins) = £1120.06, Mr R Lawrence (wild flowers/bulbs verges) =£40.00, Mrs S Burrows (final Plusnet bill WiFi) = £30.60, Mr I Mapp (LM June 2020) = £216.00. See also item 13.
 - b. **To report receipts since last meeting** – Shropshire Minibus Grant = £250.00, MHDC Precept = £4225.00
 - c. **Bank Reconciliation April/May 2020** (circulated) – It was agreed and signed. Balance in cash book £25238.44
 - d. **Asset Register** (circulated) – Asset Register will be updated as bins/gates are installed and relocated. The Register was shared at the meeting.
 - e. **Certificate of Exemption from External Audit (circulated)** – It was agreed by all PC income and expenditure for 2019-2020 were both under £25000.00.
 - f. **Annual Governance Statement** (circulated) – It was agreed PC are addressing all issues.
 - g. **Internal Auditors Report** (circulated) – No issues of concern raised by Auditor.
 - h. **Annual Return/End of Year Accounts** (circulated) – All documents regarding accounts were shared at the meeting. Accounts were agreed by all, it was agreed for Chairman to sign all documents as circulated/shared. Balance at 31st March 2020 agreed as £22058.81, Clerk and Chairman to meet to sign all documents.
12. **Planning:**
 - a. Plans circulated since last meeting – **See item 16.**
 - b. **Decisions received since last meeting** –

BAYTON PARISH COUNCIL

- 20/00300/HP - Perry Cottage, Bayton, DY14 9LL** – Erection of detached garage and workshop. **Approved by MHDC**
- 20/00055/LB – Bayton Cottage, Bayton DY14 9LW** – Replacement of infill panels and repair of timbers to north and east elevations. Renovation and upgrade of porch. **Approved by MHDC**
- 19/01709/FUL - Church House, Bayton, Kidderminster DY14 9LP** – Conversion of a Dutch Barn into a Live Work unit comprising commercial storage, business office and a one bedroom residential unit. **Withdrawn by applicant**
- 20/00488/HP Bank House, Bayton, DY14 9LQ** - Erect 10m long section of free standing 1m high metal estate fencing across part of site frontage. **Approved by MHDC**
- 20/00585/OL – Carton Farm, Clows Top DY14 9NW** – Upgrade 2 spans of existing 11KV overhead line from single phase to three phase (2 to 3 wires) in order to improve & upgrade the electricity supplies to Carton Farm. **Approved by MHDC**
- 20/00611/CAN – Garden Cottage, Bayton DY14 9LY** – Undertake works to one apple tree and one holly, as detailed on application form and in accompanying information. **Approved by MHDC**
- APP/11860/W/19/3241761: The Workshop, DY14 9NF** – outcome of appeal. **Appeal dismissed by Planning Inspector**
- c. **Plans for comment on tonight –**
- 19/01909/HP (amended plans) – Hopton Cottage, Bayton DY14 9LY – Erection of single storey side extension.** Bayton PC did consider a site visit but due to Covid 19 this was not possible. Applicant sent four photographs of garden which were circulated to Cllrs on 17th June 2020 for information. It was agreed by all to object to this application due to the effect on neighbouring properties, some being listed buildings, size and position of proposed extension, effect on character of area, visual impact, potential drainage issues, to ask Planning Officer to address neighbours' concerns. Chairman to draft response for circulation.
- 20/0013/FULL (amended plans) – Land adjacent to Victory Hall, Tenbury Road, Clows Top DY14 9HG – Erection of 5 new dwellings and resurfacing and regularisation of adjacent carpark.** It was agreed to support this application with comments regarding no social housing being included in development, drainage concerns which could cause issues for properties below this site, layout more in keeping with that area. Clerk to draft comments for circulation.
- d. **Outstanding issues –**
- ENF/19/0084 - Caravan on land Bayton Common** – MHDC Enforcement have advised a letter will be sent to resident if caravan not removed by August 2020
- ENF/19/0085 Sheds on land at Bayton Common** – MHDC Enforcement are making enquiries as to use of caravan on land.
- ENF/19/0325 - Scrap Metal Bayton Common** – Enforcement to update Clerk next week.
- 13. Road report**
- a. **Problems to report** – Beach Hay crossroad – signs for junction not visible, Clerk to report
- 14. To confirm matters agreed by email due to Covid 19 measures –**
- Circulated by email/paper 27th May 2020 for agreement**
- Insurance renewal details from 1st June 2020** – It was agreed to renew insurance with Hiscox at cost of £378.57, four quotations had been circulated.
- Worcestershire County Association of Local Councils subscription 2020-2021** – It was agreed to renew at total cost of £354.12.
- Internal Audit 2019-2020** – It was agreed to pay invoice of £75.00.
- 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.
- Circulated by email/paper 16th April 2020** (Clerk omitted this from agenda in error)
- Variation to Complaints Procedure (due to Covid 19 virus)** – All Cllrs agreed to the changes for the forthcoming complaint dated 6th April 2020.
- 15. Correspondence for information** – Email correspondence circulated - CALC Training dates.
COVID 19 updates from CALC, NALC, WCC, MHDC, Police
WCC - Mineral Local Plan - Call for sites
WCC - Budget Briefing meeting information
South Worcestershire Development Plan – Power Point Presentation - briefing for Town and Parish Councils) – Newsletter – Country Park Call for sites
- 16. Clerks report on Urgent Decisions since last meeting –**
- Complaints received**
- 6th April – Confidential Complaint (received by Clerk, passed to Chairman)** – Details of the complaint was received by Chairman on 20th May 2020, the matter was dealt with by Chairman under the Variation to

BAYTON PARISH COUNCIL

Complaints Procedure agreed by Cllrs. Cllrs and Clerk thank Chairman for dealing with this complaint in a professional manner. A further Complaint received on 27th June 2020 is being dealt with.

10th April – Bayton Common – report of children on go kart on highway – Residents advised to report to Police

10th April – Bayton – report of household not adhering to social distancing – Residents advised to report to Police.

27th April – Bayton Common – letter received regarding various planning issues – Clerk updated resident, all issues MHDC are aware of, Clerk will keep resident fully updated as matter progress

4th May – Bayton – report of tree felling in Conservation Area – Reported to Tree Officer at MHDC and Dist Cllr due to urgency of matter. MHDC not yet replied to Clerks email on outcome of MHDC enquiries

4th May – Clows Top – many complaints regarding re-installation of box that resembles speed camera – Clerk informed Police, box now taken down

9th June – Beach Hay layby – fly tipping – Reported to MHDC and quickly collected

15th June – Bayton Common – verbal report scrap metal front of house, complaints ongoing – agenda item 11c refers

15th June – Bayton Common – verbal report agricultural land being changed to garden – MHDC have been informed, Clerk to send picture of summer house on land

25th June – Bayton Common – report of dog fouling on verges – resident given dog mess signs to put up
Plans circulated by email and paper

15th April - 20/00300/HP - Perry Cottage, Bayton, DY14 9LL – Erection of detached garage and workshop
Comments regarding drainage, roof water will run onto highway, no issues with building

26th April – 20/00488/HP Bank House, Bayton, DY14 9LQ - Erect 10m long section of free standing 1m high metal estate fencing across part of site frontage. Support no comments to be made

17. Councillors' reports and items for the next agenda.

Agenda items – Vacancy on PC, Waste bins, Seats/Noticeboards, Maintenance person, VE Day events

18. Date of next Video Meeting – 8th SEPTEMBER 2020 at 7.30pm

19. It was agreed by all to close meeting to the Public due to the confidential nature of the business to be discussed.

20. Maintenance Contractor

– Interviews held with Chairman and Cllr Lawrence on 25th June 2020 at an outside venue and with Covid 19 restrictions fully adhered to. Two applications received, both interviewed, references were obtained before interviews. Notes of interviews circulated. It was agreed Mr C Bunn be offered the contract for a trial of six months. Clerk to arrange signing of contract. Working Party to oversee jobs going forward.

21. Meeting Closed 8.56pm.

Signed----- Date **8th December 2020**
Chairman

Public Question Time – No matters raised

Dist Cllrs Report

WFDC-20/0013/FULL – Plans for Clows Top – MHDC will be sending comments to approve the application.

MHDC - Budget is on target - Covid 19 emergency plan in place.

Environment Agency being lobbied regarding item 11(d) ENF/19/0325 - Scrap Metal Bayton Common

County Cllrs Report

Flooding - Bayton residents may recall 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.

Earlier this month, 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 in advance to a number of local officials and councillors, 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 the debate is that

BAYTON PARISH COUNCIL

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.

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.

This sort of work is being carried out in a number of places in the Severn catchment, and recently there has been concern about designing a scheme to protect Powick. In all of these matters, it is worth bearing in mind the importance of managing the whole catchment, and the EA are to be encouraged to consider the upper reaches of our rivers, as well as trying to mitigate flooding in a county like Worcestershire.

Covid 19 Matters - We must hope that the impact of the coronavirus outbreak is diminishing and that we may soon be able to resume what we might refer to as normal life. The County has suffered nearly 500 deaths from Covid 19, with around 57% of them in hospitals. At present there are 16 confirmed cases in our acute hospitals but no-one in intensive care. There has been one death in the last 24 hours.

Meanwhile, we are trying to revive the local economy with help from a number of government schemes to get money in grants or loans to local businesses. Details can be found on the Worcestershire Business Central website. The County's GDP has fallen by 20.4% and 75,700 workers are on furlough. Meanwhile, traffic has risen to about 79% of normal pre-Covid levels.

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.

One example of the county's aspirations in active travel is under consultation just now. We are asking for views on a new pedestrian and cycling bridge at Kepax, mirroring the Diglis bridge that has proved so popular. It would run from the Kepax site on the west bank to Gheluvelt Park in the east and provide a useful connection for recreation and commerce for all who wish to walk or cycle across the Severn, without needing to go into town to the Sabrina bridge.

Local Matters - The county has been keen to follow the government's guidance on returning pupils to schools. Until recently this has been confined to vulnerable children and those of key workers. We are grateful for all the efforts by teachers attending schools and those who have contributed to providing education for children at home. At present there are many schools who would not be able to accept all pupils back to school in September, as is planned, unless there is a relaxing of the social distancing rules. Reducing the normal separation to 1 metre as from this coming Saturday is a help, and one must hope that in two months' time, even that can be eliminated.

I am very conscious of the impact on businesses of all types, and of family incomes, of the need for one or other of the parents to be away from work, looking after their children. Nothing could be more important, but the economy will be greatly boosted when all that want to work are back doing their normal jobs.

In the meantime, it is worth observing that our highways personnel have been able to take advantage of the much lower number of vehicles on the road to complete a lot of routine maintenance, pothole filling and surface dressing, so that our roads are in a better condition facing the summer. Similarly, we are spending £8 million on repairing and restoring footways, the footpaths that run alongside the carriageway. At present there are 7 crews working on this, but the number will increase to 10 next month.

I would be naïve to think that all such problems are behind us, and I would be grateful if you could let me know of any such matters that need our attention.

Cllr Ken Pollock, Cheltenham, Gloucestershire, GL50 2BZ