

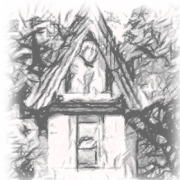


## Rous Lench Parish Council

**DRAFT Minutes of the Parish Council meeting held on Monday 25th September 2023**

**at 7pm at Rous Lench Village Hall.**

<b>Present</b>	Cllrs D Browne (Chair), G Hughes, S Davis and S Harrison. <b>In attendance:</b> Kerry Williamson (Clerk) & District Cllr B Hurdman. <b>Meeting opened at 7pm</b>
59/23	<b>Chairman's Welcome:</b> Cllr Browne opened the meeting and welcomed the Councillors.
60/23	<b>Apologies for Absence:</b> Cllr Newton sent apologies.
61/23	<b>Declarations of Interest:</b> None.
62/23	<b>Dispensations:</b> No requests received.
63/23	<b>To receive reports from District, County Council and Police and Public Question Time (PQT):</b> <b>Wychavon Dist. Council (WDC):</b> The rural advisory panel met last week and have set out some of their priorities for the forthcoming term. One of the speakers at this meeting was a housing officer who has assured us that work is being done to help encourage people with local links to be allocated social housing in a preferential order. Secondly, we are working on rural crime and anti-social behaviour after a spate of flytipping incidents recently. It is important to use the 'report-it' tool on the Wychavon website which reports directly to the officer and from my own experience in Cookhill has worked. We will hope to run a social media campaign shortly to encourage people to use contractors with a registered waste carrier licence and proper insurance to try and discourage fly tipping. Cllrs asked Cllr Hurdman to monitor the outstanding application and appeal at The Caravan. <b>Worcs County Council (WCC):</b> No report provided. <b>Police:</b> PCSO V. Elliot responded with nothing reported in Rous Lench and Radford. Clerk has asked for update on survey and speeding checks. <b>PQT:</b> No members of the public present.
64/23	<b>To approve minutes of previous meeting.</b> The minutes of the meeting of the Parish Council held on July 17th 2023, were <b>agreed</b> as a true record and approved.
65/23	<b>Planning Applications and Appeals:</b> <b>The following applications were noted and/or discussed:</b> a) ENF/20/0370 - The Caravan, Radford Rd – update to be provided. <b>No updates.</b> b) W/22/02027/OUT, Land at (OS 0277 5140) Low Road, Church Lench – Outline application for the erection of up to 19 dwellings (including affordable homes) – RLPC commented. Currently pending decision. Planning Committee on 14th September 2023. <b>Application declined at Planning Committee.</b>



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	<p>c) SWDP Review Consultation – response provided by RLPC. Any updates to be provided. <b>No update.</b></p> <p>d) W/23/00141/FUL &amp; 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. Comment provided by RLPC, currently pending decision. <b>Noted</b></p> <p>e) 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. <b>Noted</b></p> <p>f) Appeal: W21/00712/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). Comment provided by RLPC, currently pending decision. <b>Noted</b></p> <p>g) Appeal: W/22/00712/CU, Stables opposite Tudor Cottage, Mill Lane, Radford - Change of use of existing stables to holiday let accommodation. Planning Inspectorate allowed appeal – planning permission granted. <b>Noted.</b></p> <p>h) W/23/00997/FUL, Rye House, Abbots Lench, Rous Lench, Evesham, WR11 4UW – Proposed agricultural building. Wychavon District Council approved. <b>Noted</b></p> <p>i) W/23/01005/FUL, Land at (OS 0133 5302), Rous Lench to Ab Lench, Abbots Lench, Rous Lench - Replacement of the existing agricultural building with multi-purpose agricultural building. Wychavon District Council approved. <b>Noted</b></p> <p>j) W/23/01182/AGR, DLF Seeds Ltd, Thorn Farm, Evesham Road, Inkberrow, Worcester, WR7 4LJ - Two agricultural polytunnels. Notification from Wychavon District Council that planning permission is not required. <b>Noted</b></p>
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66/23	<p><b>Progress Reports</b> - Clerk reported:</p> <p>a) <b>Update on Actions since Previous Meeting</b> – routine work, plus Barclays changing account entity (ongoing).</p> <p>b) <b>To review Clerk’s salary (on anniversary of appointment: 15/08/2023)</b> – it was proposed and <b>agreed</b> to increase to SCP 20.</p>
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67/23	<p><b>Community Orchard/garden &amp; allotments</b> – Cllr Newton sent an update to be shared. On the 9th September the Rous Lench Community Garden hosted a BBQ to raise awareness of the Allotment and Community Garden project. The event was a huge success with over 50 people in attendance. We organised a Scavenger Hunt and facepainting for the many children that turned up, and it was lovely to see so many of them running around the gardens. Craig Wood from the Heart of England Forest was there doing Tree Idents which was really interesting and drew a lot of people. Rosie Whitfield did some cider tasting with cider from the Allotment apples. Fran Herdman and Anita Richards ran a cake stall and teas. We had Suzy and Tim Freeman donate ice creams, Simon Newton ran a BBQ, MB Treecare generously gave their time to cut back the grass and paths, Suzanne Savill let us use her electricity! We didn’t charge for anything this time but did accept donations which totalled £200. We signed up some new ‘Friends’ and more tenants for the allotments. Work is due to start on the ground modelling on the 18th September to allow us to seed and get some growth in before the weather gets too cool.</p>
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	<p>We are expecting our free hedging and tree saplings in November from the Woodland Trust and Craig Wood and Kerry Williamson are helping explore additional funding options which could be helpful in paying for play equipment and/ or fencing to make sure we can deliver everything we want to for next May's grand opening!</p>
68/23	<p><b>Rous Lench &amp; Radford parish matters for discussion or decision:</b></p> <p><b>a) Asset maintenance checks (standing item)</b> All assets checked, nothing to report. <b>Action:</b> Cllr Browne to forward defibrillator registration information to the Clerk. <b>Action:</b> Cllr Browne to check on the condition of strimmer and lawnmower. <b>Action:</b> Clerk to ask for 'History of Rous Lench' book to be returned.</p> <p><b>b) Vehicle Activated Sign (VAS) – Discussion about VAS and the possibility that the foliage in Radford is disrupting the activation and visibility.</b> <b>Action:</b> Clerk to contact Lengthsman to ask for the foliage around the sign to be cut back and check there is a clear line of sight. <b>Action:</b> Clerk to add agenda item of additional VAS to the November meeting agenda.</p> <p><b>c) King's Coronation events – The wooden plaque was agreed for the King's Coronation tree. Discussion around the site for the King's Coronation tree – it was proposed that the tree should be planted in the Community Garden when the other trees are planted in November.</b> <b>Action:</b> Clerk to purchase plaque. <b>Action:</b> Clerk to contact Cllr Newton about the tree and planting in November.</p> <p><b>d) Funding opportunities – Community Infrastructure Levy (CIL) funding discussed. Could be spent on additional VAS or the allotment/community garden or a second defibrillator for Radford. Decision deferred to next meeting.</b> <b>Action:</b> Clerk to add agenda item of CIL funding to the November meeting agenda.</p> <p><b>e) Wychavon District Council Chairman visit to village hall</b> <b>Action:</b> Clerk to send an email reminder at the weekend.</p> <p><b>f) Village Newsletter – it was proposed and agreed to offer 50% of the printing cost (£70) to the village newsletter.</b> <b>Action:</b> Clerk to contact Fran Herdman to let her know and organise payment.</p> <p><b>g) Police Speeding surveys – No updates.</b> <b>Action:</b> Clerk to request an update.</p> <p><b>h) Hereford &amp; Worcester Fire and Rescue Service: Community Risk Management Plan questionnaire – questionnaire was completed.</b> <b>Action:</b> Clerk to submit answers online.</p> <p><b>i) 80th Anniversary of the D-Day Landings (6th June 2024)</b> <b>Action:</b> Clerk to contact local Royal Legion to see if any plans are in place.</p>
69/23	<p><b>Finance</b></p> <p><b>a) End of Year Accounts &amp; Audit – Reply from external auditor received. An 'except for' matter will be raised due to an incorrect (miscategorised) figure in 2021/22. No further action is required.</b></p> <p><b>b) Budget expenditure: To consider and approve.</b> The budget expenditure was <b>approved</b>.</p> <p><b>c) Bank reconciliation: To consider and approve.</b> The bank reconciliation was <b>approved</b>.</p> <p><b>d) Invoices: To approve the proposed payments.</b> The proposed payments (see table below) were <b>agreed</b>.</p>
70/23	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>Worcestershire CALC: CALC Update 23-09.</li> </ul>

	<ul style="list-style-type: none"> <li>• Worcestershire CALC: Quarterly Meeting of the Wychavon Area of the Worcestershire CALC invite.</li> <li>• Worcestershire CALC: D-Day 80 – 6th June 2024.</li> <li>• Worcestershire CALC: Worcestershire CALC AGM 2023.</li> <li>• Wychavon District Council: Visit from the Chairman of Wychavon District Council.</li> <li>• Wychavon District Council: New Street Trader.</li> <li>• Wychavon District Council: Community Infrastructure Levy.</li> <li>• Worcestershire County Council: Street Lighting – Parish Details Update</li> <li>• Hereford and Worcester Fire and Rescue Service: Understanding of Risk Consultation.</li> <li>• Radford resident: blocked footpath 509C.</li> </ul>
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71/23	<b>Councillors Reports &amp; Items for Future Agenda</b> Additional VAS and CIL funding.
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72/23	<b>Date of next meeting:</b> 27th November at 7pm at RL village hall.
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**Meeting closed at 8:40 pm**

SIGNED:..... Chair

Date: .....

<u>Payments for authorisation.</u>					
Chq. No.	Payee	Details	Net	VAT	TOTAL
online	Mrs Kerry Williamson	Salary & Expenses	554.04	0.00	554.04
online	Parish Lengthsman	July (£240) & August (£240)	480.00	0.00	480.00
online	Rous Lench Village Hall	Meeting booking September 2023	24.00	0.00	24.00
online	Wychavon District Council	Uncontested Election costs	50.00	0.00	50.00
online	PolicyBee Limited	Insurance for allotments/community garden (CLG funding)	172.16	0.00	172.16
<b>TOTAL</b>			<b>1280.20</b>	<b>0.00</b>	<b>1280.20</b>

**Public Question Time – None.**

*Kerry Williamson*  
Clerk and RFO