

BREDON & BREDON'S NORTON PARISH COUNCIL

The minutes of Bredon Parish Council Annual Meeting held at Bredon Village Hall on **Monday 13th May 2024 at 7:00pm.**

Present: Councillors: Mr Nick Bradley (Chairman) (NB), Mr Matt Darby (MD), Mr Colin Davidson (CD), Mr Kevin Falvey (KF) and Mr Declan Shiels (DS).

In Attendance: Mr Tim Drew (Clerk), Cllr Mr Adrian Hardman, Mr Peter Litchfield, Mr Ron Hilton, Mr Rob Bell, Ms Katy Bell and Ms Lisa Waldron.

1. Election of Chairman.

Cllr Bradley agreed to continue and was elected Chairman for the new term. Cllr Darby proposed, Cllr Shiels seconded. (Cllr Bradley duly signed the Declaration of Acceptance of Office and Undertaking to observe the Code of Conduct).

2. Apologies for Absence.

Cllrs Ms Karen Brooks (KB), Ms Katy Hall (KH), Mr Andrew Rhodes (AR), Mr Rob Sly (RS) and Mr Brod Whiting (BW).

3. Declaration of Interests.

Cllr Darby declared an ODI and applied for dispensation for W/23/01605/FUL Westmancote Nurseries (Item 10 a) iv), as family owns adjacent woodland. This dispensation is to remain present at discussions on the planning application, to respond to questions from councillors when requested on a related subject, and to discuss and vote. Time period for which dispensation is sought is 3rd May 2024 for 12 months. This was **agreed**.

Cllr Darby declared a declared an ODI (non-pecuniary) for Item 10 a) iii as family owns neighbouring farmland.

4. To elect a Vice-Chairman.

There were no volunteers, and this item was deferred to a future meeting.

5. To determine membership of the various working groups and representative functions:

- a) Planning Committee (Strategic) – NB, KB*, MD, CD & RS*.
- b) Executive & Finance Working Group – Cllrs NB, CD, KF, AR* & BW*.
- c) Transport & Organisations Working Group - Cllrs NB, KB*, DS & RS*.
- d) Assets Working Group (incl. Village Hall) – Cllrs NB, KB*, CD, KF, KH* & DS.
- e) Technology & Media Working Group – Cllrs KB*, KF, DS & RS*.
- f) Other Functions:
 - i. Bredon Hill Planning Group – Cllr NB.
 - ii. Hancock's Trustee – Cllr RS*.
 - iii. Reeds Close Trustees – Cllrs RS* & BW*.
 - iv. Worcestershire Parish Councils Association – Cllr NB & Clerk.
 - v. Bredon's Norton Village Hall – Cllr KB*.
 - vi. Police Liaison – Cllr KF.
 - vii. Bredon Community Play & Recreation (BCPR) – to be advised.
 - viii. Grass Cutting – Cllr RS*.
 - ix. Social Media – Cllrs DS & RS*.
 - x. Defibrillator – Cllr KF.
 - xi. Parish Magazine – Cllr DS.

* Confirmation of agreement to serve on Working Groups/Other Functions required from these Councillors.

6. Direct Debit and Standing Order Payments.

Cllr Shiels proposed, Cllr Falvey seconded, and the existing Direct Debits, Debit Card Payments and Standing Orders as shown on the Clerk's Report, were **agreed**.

7. To approve reviewed parish council documents.

- a) Standing Orders – existing document dated 12th June 2023 was approved but a full review is pending and will be on the June, July or August agenda for approval.
- b) Financial Regulations – the updated NALC 2019 was approved but a further review is pending to update to the recently issued NALC 2024 and will be on the June, July or August agenda for approval.
- c) Code of Conduct.
- d) Risk Assessments.

The above reviewed documents [a) to d)] were proposed by Cllr Shiels seconded by Cllr Falvey and **agreed**.

8. To consider the Adoption of the Minutes of the Meeting held on Monday 8th April 2024.

These minutes were **agreed**.

9. Finances:

- a) Invoices to be paid:

Village Hall

Jo Lomasney	Balance of Wages – April 2024	£213.78
S J Booth Electrical	Replacement LED Outside Lights	£577.85
CW Hygiene	Consumables	£105.01

Parish Council:

Timothy Drew	Balance of Wages – April 2024	£330.40
David Gray	Lengthsman – April 2024 (Highways)	£480.00
David Gray	Lengthsman – April 2024 (Parish)	£255.00
Greenworks	Mowing – March & April 2024 (x5)	£4797.42
Pippins Accountancy	Q4 2023-24 VAT & Sage Setup	£428.75
Clear Councils	Annual Insurance Premium	£3480.38
RoSPA Playsafety Ltd	Annual Inspection – 4 Areas	£726.00
GWP Consultants	Flood Risk Assessment	£1200.00
Bredon Village Fish & Chips	VH Warm Room – 4 th April 2024	£175.00
Worcestershire CALC	Annual Membership Fees	£1273.32

The Clerk explained the accounting system was successfully switched from Sage to Scribe with effect from 1st April 2024. BT quarterly charges are under review following the recent upgrade to improved broadband. All payments above were **agreed**.

- b) To approve the Financial Report.

The April 2024 bank statements and Scribe Cashbook were **approved**.

10. Planning:

- a) For Approval:
 - i. W/23/01097/HP The Causeway, Malthouse Lane, Bredon, GL20 7LE

Revised plans submitted providing an amended design to addition of a two-storey front gable, two-storey side and rear extensions and alterations to dwelling.

Comment: In November 2023, amendments were requested and boundary comments from neighbours were to be considered. The proposal still does not go far enough in addressing these or some of the Conservation Officer's comments.

- ii. W/24/00657/HP Willow Barn, Tewkesbury Road, Bredon's Hardwick, GL20 7EB
Construction of detached garage and workspace.
No objection, not aware of any planning grounds for refusal.
- iii. W/24/00690/PIP Land at (OS 9268 3732), Eckington Road, Bredon (by 15/5/24)
Permission in Principle for up to 2 dwellings.
Objection. Non-compliance with Wychavon's existing and emerging policies and the Neighbourhood Plan. Highway should undertake a survey before any decision due to site accessibility and speed of traffic on the B4080.
- iv. W/23/01605/FUL Westmancote Nurseries, Kemerton Road, Bredon (by 15/5/24)
Demolition of greenhouses and other buildings and structures and change of use of land for the siting of up to 25 holiday lodges and a warden's lodge.
Objection. Confusion over various submitted documents which are not coherent and require clarity. Non-compliance with the Local Gap policy (to prevent Bredon & Westmancote merging) in the Neighbourhood Plan and several issues relating to Highways, harm to the public footpath, fire risk, sewage and ecology (insufficient detail on local wildlife sites). A more detailed response is to be forwarded to Wychavon.
- v. W/24/00724/LB 2-3 Saunders Cottage, Cheltenham Road, Kinsham, GL20 8HP
Replace rotten wooden windows, like for like design finished in white, one set to be upgraded to double glazed units.
No objection, subject to the comments of the Conservation Officer.
- vi. W/24/00504/HP Round Bank House, Lampitt Lane, Bredon's Norton, GL20 7HB
Partial demolition of existing stable block to create annex, ancillary to the main dwelling and installation of solar panels.
No objection, subject to Planning Officer comments.

The above comments were **agreed**.

b) Approved:

- i. W/24/00251/HP Quarrymans Cottage, Westmancote, Bredon, GL20 7ES
- ii. W/24/00197/HP & LB - Manor Farmhouse, Lower Lane, Kinsham, GL20 8HT

c) Refused:

- i. W/24/00579/AGR Nortonside Farm, Eckington Rd, Bredon's Norton, WR10 3DE
- iii. W/23/01798/FUL Croft Farm, Tewkesbury Road, Bredon's Hardwick, GL20 7EE

d) Appeal:

- i. W/23/00644/FUL Windermere, Cheltenham Road, Kinsham, GL20 8HP.

e) SWDP Review:

No update, process seems to have stalled. Debate about baseline figures, algorithms and activity outside the plan in Drakes Broughton.

f) Tewkesbury Garden Town (TGT) Update:

The North Ashchurch Consortium are looking at options for water courses relating to flooding. Work on the Charter is ongoing. Snows Farm, South of A46 has been acquired by Homes England

for housing and infrastructure. The Gloucestershire County Council Cabinet are set to approve M5 Junction 9 upgrade, to link to Teddington Hands.

g) Other Planning Matters:

Land at Mitton scoping exercise is still pending. Due to the precedent of the Council liaising with Tewkesbury Garden Town developers, it was **agreed** that the Planning Working Group should endeavour to engage with Carter-Jonas, to better understand the Section 106 position.

11. Bredon Community Play and Recreation (BCPR) Update.

The letter to BCPR, proposing an alternative approach, has now been forwarded for BCPR's views and comments.

The Play Area Fencing works are scheduled to commence on 18th June 2024.

Clerk to write to BCPR to request they reallocate the funds they have for the Outside Table Tennis Table to the replacement Fencing for the Toddlers Play Area.

The RoSPA Annual Inspection has been received and will be distributed by the Clerk.

12. Compensation Claim for Accident 27th January 2023.

It was **agreed** that the Clerk would request a copy of the claimant's submission to Aviva, to ensure consistency with Council records.

13. Executive & Finance Working Group Proposals.

The following proposals were **agreed**:

- Increase the Lengthsman's hourly pay rate by 10% from 1st May 2024.
- Increase the Clerk's salary by 3.80% from 1st May 2024, as per the CPIH for March 2024.
- Invoice the Clubs the same rents for 2024-25 as previous year, but Clerk to advise them that there should be a proposed 12.50% supplementary backdated rental charge when revised leases have been determined. This is to align with precept increases to parishioners in the last two years.
- Renew the annual Council Insurance Policy from Clear and accept the 8.14% increase in premium.

14. Progress Reports and Updates.

a) County and District Councillor:

- Aston Coaches are terminating their 540 Bus Service contract with Worcestershire County Council on 20th May. A tender to find an alternative supplier has commenced.
- Surveys have been undertaken on the future of Eckington Bridge.
- A section of Blenheim Drive will be closed for two weeks, from 17th June 2024, for sewer works.

b) Police and Defibrillator Report:

- The Westmancote Defibrillator was deployed but not used.
- Community Heartbeat Trust have notified the Council of a switch to the British Heart Foundation database.
- Cllr Falvey met with PC Molly Keeler, Safer Neighbourhood Officer, to update on local issues.
- A new Pershore Rural South and Rural North Police Organisation Chart is to be issued.
- Bredon Outward Bound will fund nine residents' children to attend courses.
- Neighbourhood Matters are to raise their profile in Bredon Parish.

c) Assets Working Group:

The following proposals were **agreed**:

- A replacement till for the Village Hall Bar.
- Clerk to write to the Bowls Club to inform them that as main users they should provide a cleaning service for the disabled toilet.

15. Correspondence, Progress Reports and Updates for Information.

The Clerk circulated the following correspondence for consideration by the Council:

- Bredon Bowling Club Spectator Balcony Proposal (a June Agenda Item).
- U3A Kurling Group decision to cancel their Chandler Room Booking due to floor surface issues.
- A parishioner's correspondence relating to the Dog Attack at Kemerton Illegal Traveller Site in Westmancote.

16. Councillors Reports and Items for Future Agenda:

The June 2024 Parish Magazine content includes Garden Town/A46 Update, Re-election of Chairman, the 540 Bus Service, Eckington Bridge, National Defibrillator Database, Playing Field Maintenance and Warm Welcome Events for June 2024.

Cllr Falvey confirmed various quotations are being sought for Village Hall works.

Cllr Davidson gave his apologies in advance for non-attendance at the June 2024 meetings.

17. Date of Next Meeting:

10th June 2024

Notes of Public Question Time:

Mr Peter Litchfield and Mr Ron Hilton presented their plans for a new spectator gallery to be installed on the roof of the Clubhouse. The Parish Council will need to grant Landlord permission for the balcony. Issues discussed included financing, construction, pathway width, security and DDA access.

Mr Rob and Ms Katy Bell expressed their concerns relating to the Westmancote Nurseries planning application, particularly relating to noise, traffic flow and road safety on the narrow access lane. Ms Lisa Waldron stated that the site was not as problematic as indicated by recent comments posted on social media. Plans for the Lodges and Warden's Reception and proposed operation of the site were explained.