

Minutes of Bredon Annual Parish Council Meeting will be held at Bredon Village Hall on Monday 16<sup>th</sup> May at 7.15pm.

Present: Cllr's Mrs Brown, Mrs Whiting, Mr Darby, Mr Falvey, Mr Handy, Mr Masters, Mr Rhodes, Mr Sly and Mr Woodward.

In Attendance Ms Shields (Clerk) and Mr Brown.

### **1. Election Of Chairman.**

The outgoing chairman, Mr Brown, presided over the election of the Chairman. Cllr Handy proposed, Cllr Frampton seconded and it was agreed to elect Cllr Woodward as Chairman.

Cllr Woodward thanked Mr Brown for all the work he had done on behalf of the council and also for his warm welcome to himself and Cllr Sly when they were co opted onto the council.

### **2. Apologies For Absence.**

Apologies were received and accepted from Cllr Hardman. (County and District).

### **3. Election Of Vice Chairman.**

Cllr Brown proposed and Cllr Sly seconded Cllr Frampton, Cllr Rhodes proposed and Cllr Masters seconded Cllr Handy. A secret ballot took place and the chairman used his casting vote to elect Cllr Handy.

Due to the absence of parishioners the meeting continued.

### **4. Internal Auditors Recommendations.**

Due to the increased income to the parish council of grants for the playing fields, the council had to have an intermediate audit, which involved more work for the Auditor and the clerk and an increased cost.

The auditor also made the council aware that the 'Village Hall Management Group' was in fact a Committee of the council and therefore the meetings should operate under the same rules as a parish council meeting. See item 7e

### **5. Declaration Of Interests.**

Councillors were reminded of the need to update their register of interest.

The following interests were registered:- Cllr Darby - prejudicial interest in item 13a(iii) ) as farmer of the land where the line will be located and abstained from commenting or voting and a non prejudicial interest, as a neighbouring land owner, in item 13a(iv), Cllr Rhodes - non prejudicial, personal, interest in item 13c, Cllr Woodward non prejudicial, personal, interests in item 13c and 14, Cllr Masters non prejudicial, personal, interest in item 13a(iv).

### **6. To Consider Reviewing Council's Standing Orders, Financial Regulations, Risk Assessment and Insurance Requirements.**

Cllr Rhodes proposed, Cllr Darby seconded and it was agreed that at the present time there was no need to review any of the items, apart from the insurance which would be updated as the equipment on the playing field is changed. The council will look to amalgamate the insurance for the Village Hall and the parish into one policy.

### **7. To Appoint Members To The Following**

It was agreed by all to appoint councillors to the following groups.

- a) Staffing Committee – Cllr's Brown, Frampton, Handy and Woodward.
- b) Planning Working Party – Cllr's Darby, Handy, Masters and Rhodes.
- c) Clerks Finance Support - Cllr's Brown, Frampton, Handy and Woodward.
- d) Playing Fields Group – Cllr's Falvey, Masters and Whiting.
- e) Bredon Village Hall Management Committee and Elect A Chairman.

The chairman proposed that in light of the Auditors report a special meeting should be called to discuss the management of the hall. Cllr Woodward will address the scheduled meeting of the group to be held on the 23rd May.

- f) Rugby Club Working Party – Cllr’s Handy, Masters, Rhodes, Sly and Woodward.

**8. To Appoint Individual and/or Councillors To The Following Roles.**

The following appointments were agreed.

- a) Footpaths Officer – Mr T Onions.
- b) Tree Warden – Mr T Onions.
- c) Hancock’s Trustee – Cllr Sly.
- d) Reed Close Trustee – Cllr’s Brown and Masters.
- e) Worcestershire Parish Councils Association- Cllr Woodward.
- f) Bredon Hill Conservation Group – Cllr Darby.
- g) Bredons Norton Village Hall – Cllr Whiting.
- h) Police Liaison – Cllr Falvey.

**9. To Consider The Adoption Of The Minutes Of The Meeting Held On The 11th April, 2011.**

The minutes, having been circulated were approved and signed as a true record.

**10. Correspondence For Information.**

The council agreed that the Flower Festival could put up notices in the parish as long as they are removed afterwards.

Cllr’s Brown and Woodward would attend the Code of Conduct/Standards Regime training.

The PCC could consult the village hall hiring agreement.

The council would advertise for someone to write a weekly article for the Gloucester Echo.

**11. To Approve Parish Council Accounts 2010-11.**

The council agreed to approve the accounts. Clerk to email a breakdown of the repairs and maintenance. Clerk to contact Mrs Wenham regarding staff contracts.

**12. Finances.**

- a) Invoices To Be Paid.

The following were invoices were agreed for payment:- Bellinger £3,984.08, HFN £10,478.17 and £18,920.51, Unwin £168.00, Lengthsman £176.00, Kitchen Gas £60.52, Insurance £2,139.03 , New Farms £1,495.75, John Stayte (Gas) £30.00 DD, Loan £5,490.51 DD, Worcs CALC £692.23, N Power £2.43, N Power £65.37, Waverley £481.67 DD, Electricity Hall March £154.48, Gas Hall March £365.36 DD, Worcs CALC £7.50, Play rangers £525.00, RPK Maintainance £580.19, Salary and Wages £1,064.76.

The council agreed to pay Solicitors Title minus the fee for JL contract.

- b) Financial Report.

Remittance received from Water Rates Tennis Club £254.20, Precept £22,310.00, Eon Wayleave £21.20, Lengthsman March £176.00 and Mr Jones (Glebe Field) £105.00, BPCR £30,000.00 and £11,178.21, Village Hall Lettings (April) £1,025.61, Bar (April) £1,418.60, Wychavon Grant £10,000.00 and Groundwork UK Grant £4,591.99

- c) To Consider Placing Advert in Flower Festival Program of Events.

The council agreed to place an advert for the village hall in the programme, Clerk to contact Mr Dove, Cllr Falvey to design the advertisement with Cllr Whiting’s approval.

- d) To Consider Contribution to Evesham CAB.

The council agreed not to donate to Evesham CAB.

**13. Planning.**

- a) For Consideration.

- (I) 11/00270 The Quest, Dock Lane, Bredon. Erection of dormer windows to front elevation and rear elevation. Erection of veranda  
Reasons to object. The proposed extension by reason of its height, design, size and siting would not be subservient to, and be harmful to the

character of, the existing dwelling house. The proposal is not considered to be of high quality design. The design neither preserves nor enhances the Conservation Area as required by ENV12 of the Local Plan. It does not use vernacular dormers, as recommended by the Bredon VDS. It is likely to have an adverse effect on the privacy of neighbouring properties.

Withdrawn.

- (II) 11/00788 9 Homestead Close, Bredon. Single storey extension. No reasons to object.
  - (III) 11/00896 Electricity Line, Eckington Road, Bredons Norton. Overhead Lines . No reasons to object.
  - (IV) 11/00799 Bredon Playing Fields, Main Road, Bredon. Installation of floodlights on all weather games area. Bredon Parish Council application. Councillors expressed disquiet that BCPR had not discussed the details of this application with the full council before its submission.
  - (V) 11/00500 Greenbank, Manor Lane, Bredons Norton. Erection of two storey extension to include self contained annexe accommodation Reasons to object. This extension is over-large, and increases the internal living area by more than 100%. The Bredon VDS recommends that extensions remain clearly subservient (defined as less than 40% of area of the original building). In terms of scale, the proposal is not characteristic of the Conservation Area, as set out the Conservation Area Appraisal (2006). It would not preserve or enhance the character or appearance of the Conservation Area, as required under Local Plan Policy ENV12.
  - (VI) 11/00396 Back Lane, Bredon. First floor extension & alterations. Reasons to object. The plans neither enhance or preserve the appearance of the Conservation Area, as required by Wychavon Local Plan Policy ENV12. The applicant states that the site is of no historic significance. This Georgian terraced cottage is identified in Wychavon's Conservation Area Appraisal (2008) as being 'of local interest'. It lies in the heart of the Conservation Area within sight of a number of listed buildings of historical importance. Wychavon's Conservation Area Management Plan aims to reverse the use of inappropriate materials, such as render and uPVC windows, both of which are included in this application. The Village Design Statement (2011) calls for alterations to buildings like this, which are in key historic locations, to take every opportunity to improve the historic street scene by re-instating historic details and using traditional materials. In particular, the plans do not accord with VDS guidelines 6.2.a, 6.2.e, and 6.2.f. In addition the increased height of a two storey wall abutting the adjacent footpath would be overwhelming.
  - (VII) 11/00790 6 The Dell, Bredon. First floor extension over garage. No reasons to object.
- b) Decided By Wychavon.
- W/11/00349/PP Apple Yard, Oak Lane, Bredon
  - W/11/00507/PP 90 Queensmead, Bredon.
  - W/11/00384/PP Mr & Mrs Flynn The Old Parsonage, Rectory Farm Lane
  - W/11/00462/CU Little Orchard, Kinsham.
  - W/11/00537/PN Bredon Hancocks Endowed First School, Church Street, Bredon
  - W/11/00116/PP 7 Gravel Pits Close, Bredon

#### **14. Application For Rate Relief.**

Due to the Chairman's abstention Cllr Handy chaired this item, Cllr Master proposed, Cllr Whiting seconded and it was agreed that application No. 500000742 is of benefit to the local community however the parish will not fund part of the relief.

**15. Comment on Bus Service Review – Additional Consultation.**

Clerk to respond to recommend the withdrawal of 27 routes with other service operating at a reduced level and not the withdrawal of 75 routes.

**16. To Consider Co Option.**

The council agreed to co opt at the meeting to be held on the 12<sup>th</sup> September 2011, Clerk to prepare and display notices and advert to be placed in the parish magazine.

**17. Progress Reports For Information.**

b) Clerk.

Cllr Woodward to go on Chairmanship training course.

Car park next to the bowling club had been cleared, opposite car park to be sprayed again if needed.

c) Playing Field Support Group.

Two quotes for the bridge repair have been received, the council agreed to accept the quote provided by Mr Jenkins to carry out the repairs. Cllr Masters to acquire a quote for spraying the field, the council agreed to a decision being made via e mail before the next meeting.

d) BCPRR.

The council had already agreed to a sign for the playing field; however the appearance and content of the sign needs to be decided by the council. This will be an agenda item for the next meeting.

The council would like to see a detailed plan of the siting of the two skateboard facilities, Mr Soutar to be consulted by Cllrs' Darby and Woodward.

The clerk to inform BCPR that the council is prepared to authorise the opening of the toilets at weekends, for a trial period, to be reviewed at the beginning of the football season. However BCPR need to provide all services, ie toilet paper, cleaning, opening and closing. Cllr Falvey will arrange for the door locks to be repaired and will also monitor the use. The toilets in the village hall are not for playing field users.

e) Bredon Village Hall Management Committee.

Minutes of last meeting circulated.

f) Bredons Norton Village Hall.

No report

g) County and District Councillor.

No report

h) Bredon Hill Conservation Group.

No report

i) SWDP.

No report

j) Fields In Trust.

Deferred due to time.

k) Mockfest.

Progressing, Cllrs Woodward and Sly will be attending similar event being held in Inkberrow.

**18. Items For Future Agenda.**

**19. Date Of Next Meeting.**

Monday 6<sup>th</sup> June, Cllr's Falvey and Frampton gave their apologies.