

ROUS LENCH PARISH COUNCIL.

Minutes of the Annual Parish Council meeting held on Monday 19th May 2014 at 8.15pm in Rous Lench Village Hall.

Present:	Cllrs. Mr. Dudley (Chair), Mr. White, and Mr. Hughes. In attendance: Mrs. N Holland (Clerk), and County Cllr. Mr. Holt.
1/14	Election of Chairman: proposed by Cllr. Mr. White, seconded by Cllr. Mr. Hughes and resolved that Cllr. Mr. Dudley be elected as Chairman for the ensuing year. Declaration of Acceptance of Office duly signed.
2/14	Apologies: Cllrs. Mrs. Wicks, Mrs. Fernihough and Mrs. Davies (reasons accepted by Council), and Dist. Cllrs. Mrs. Steel and Mr. Lee.
3/14	Election of Vice –Chairman: it was proposed by Cllr. Mr. Dudley, seconded by Cllr. Mr. Hughes and resolved that Cllr. Mr. White be elected as Vice-Chairman.
4/14	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
5/14	Dispensations: nil received.
6/14	Review of the following: a) Terms of the Staffing and Finance Group and appoint 2 members. Deferred to next meeting. b) Resolved that urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman and Vice Chairman of the Council. c) The Council will hold a meeting of all members to deal with planning applications in between scheduled meetings.
7/14	Wychavon CALC representative - No representatives appointed.
8/14	The following new policies were adopted: a) Standing Orders 2013. b) Financial Regulations 2014. c) The Council does not wish to implement electronic summons in regard to agenda papers.
9/14	The following policies and memberships for 2014/15 were reviewed and agreed: a) Risk Assessment. b) Asset Register. c) Complaints procedure. d) Insurance £482.72. e) Worcestershire CALC £104.57.
Public Question time: nil.	
10/14	Minutes: resolved to adopt the minutes of the Full Parish Council Meeting held on 24.03.14, duly signed by the Chairman.
11/14	Clerk's report: <u>Co-option</u> – Mrs. Rowley has signed the 'Declaration of Office' and has been asked to submit a Register

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	<p>of Interest form to the District Council.</p> <p><u>External Audit</u> to take place on the 16th June 2014.</p> <p><u>Licensing Act 2003 review of Statement of Licensing Policy</u> – consultation can be viewed at www.wychavon.gov.uk/licensingpolicy. Hard copy available if required. Closing date for consultation is Friday 11th July 2014. Parish councils invited to comment as they are considered to be representatives of businesses and residents in the area.</p> <p><u>New Homes Bonus</u> – funding available to April 2015 is £924.</p> <p><u>West Mercia Police</u> – members invited to attend the south Worcestershire Community Safety Day between 11 am and 3pm on Saturday July 12th 2014 at Pitchcroft Racecourse.</p> <p><u>Wychavon CALC</u> - next meeting 5th June 2014.</p>
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12/14	Financial matters.
12.1	Resolved to approve the accounts year ending 31.03.14.
12.2	Internal auditors reported duly noted, no actions required.
12.3	The internal review of effectiveness reviewed and agreed.
12.4	Resolved to approve the following documents for the external auditor: a) Statement of Accounts b) Annual Governance Statement.
12.5	Resolved to transfer funds from under spend 2013-14 to: a) £698 to contingency budget 2014/15. b) £50 to training budget. c) £100 Gratuity to Clerk as per contract. d) £500 to Parish Lengthsman budget. e) £500 to grants budget. f) £800 to Diamond Jubilee products. g) £1200 to remain in account.
12.6	Resolved to authorise payments to be made as listed on ‘Schedule of Payments’.
12.7	South Lenches Parish Council offering to print A3 documents for a small charge. Deferred to next meeting.
12.8	Resolved that members/Clerk attend the following training sessions: a) Accounts and finances training day – Thursday 19th June 2014, 9am to 5pm at a cost of £75. Cllr. Mr. Hughes. b) Effective meetings and Chairmanship – County Hall 2nd July at 7pm with Elisabeth Skinner. Clerk and Cllr. Mr. White.

13/14	Correspondence considered.
13.1	Wychavon District Council is undertaking a periodic review of polling districts and polling places and invites any interested parties to make comments. The Parish Council fully support the present venue, Rous Lench Village Hall, being used as the Polling Station as it is important to keep the facility in the local area.
13.2	An email received from the National Co-ordinator for Local Works re: ‘More funds for parish and town councils’ regarding a proposal under the Sustainable Communities Act considered. It was agreed that the Parish Council supports the proposal “that the Government take the necessary action to allow a percentage of Business Rates to be paid direct to Town and Parish Councils for the benefit of local economic growth”.

14/14	Vehicle Activated Sign update: a) Alcester Road – new post to be situated by the gateways opposite Dudleys Coaches. b) Radford Road, before The Green, 2633 hits recorded of vehicles travelling over the 30mph limit.
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15/14	Parish Cllrs. report and items for future agendas: community defibrillator funds.
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16/14	Resolved to exclude the public and press in the public interest for consideration of the following item: a) Resolved that the Parish Lengthsman hourly rate be increased by 2.5%.
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Meeting closed at 9.00 pm.

Signed by the Chairman:dated: 28th July 2014.

Correspondence for distribution that does not require decision.

1.	Clerks & Councils Direct – May 2014
2.	ASHTAV magazine – Spring 2014.

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Minutes of the Full Parish Council meeting held on Monday 28th July 2014 at 7.30pm in Rous Lench Village Hall.
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Present:	Cllrs. Mr. Dudley (Chair), Mr. White, Mrs. Fernihough, Mrs. Wicks and Mr. Hughes. In attendance: Mrs. N Holland (Clerk), and Dist. Cllr. Mr. Lee.
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17/14	Apologies: Cllrs. Mrs. Rowley and Mrs. Davies (reasons accepted by Council), and Dist. Cllrs. Mrs. Steel, County Cllr. Mr. Holt, PC Tony Carter and PCSO Kathryn Fellowes.
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18/14	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
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19/14	Dispensations: nil received.
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20/14	Reports from County, District Cllrs. and Police. <u>Dist. Cllr. Mrs. Steel</u> report from Clerk: <ul style="list-style-type: none"> • A single Managing Director is to be appointed in October 2014 over Wychavon and Malvern District Councils saving each of them £50,000. The post will be advertised shortly. The Government will assist with redundancy costs to the Council/s affected. • The Local Strategic Partnerships (LSP) has been disbanded. The Managers of each are to remain in post and continue to organise some of the events. Some of the LSP work will be given to the Localism Panel. <u>Police report</u> received by email: Person/s unknown smashed down two strong secured double gates to a field in Sheriffs Lench and has then driven around the field destroying the crop of rape seed.
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Public Question time: nil.

21/14	Minutes: resolved to adopt the minutes of the Annual Parish Council Meeting held on 19.05.14.duly signed by the Chairman.
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22/14	Clerk's report: <u>New Homes Bonus</u> – funding available to April 2015 is £924. <u>WW1 commemorations</u> – report received from Dave Burns that five task meetings held. From these meetings the following information has been confirmed: <ul style="list-style-type: none"> • Public showing of 'Oh What a Lovely War' at the Lenches Club on 19th July 2014. • 1500 leaflets printed and delivered publicising need for exhibits, 1500 postcards distributed publicising events, also placed in the Arch Messenger. • Research ongoing; Significant exhibits, insurance costs identified. • Exhibition Display boards and cabinets organised. • 4 x 24" televisions purchased for use, cheaper to buy than hire, with audio visual equipment (it is intended that these be donated to village buildings as a resource for the villages once the need for them is completed). • One WW1 OR uniform and 1 set of webbing purchased. • Exhibitions arranged in Church Lench and Rous Lench Village Halls. • Revue will take place in Rous Lench Village Hall. • Plans in hand for 2016 event. (Battle of the Somme commemoration).
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	<p><u>Worcestershire Hub</u> - the website has recently been updated to be more interactive and user friendly. Please follow the link below if you wish to report a highways maintenance or defect issue online. https://www.worcestershire.gov.uk/online-reporting/ <u>Parish Lengthsman</u> – amended contract signed.</p>
23/14	<p>Staffing and Finance Group: the terms of the Group were agreed. Members Cllr. Mrs. Wicks, Mr. Hughes and the Chair and Vice-Chair as ex officio members.</p>
24/14	<p>Finance Training day. Cllr. Mr. Hughes gave a concise report on the day. Topics covered Pensions, Internal Audit becoming stricter when the External Auditor contract finishes, VAT regulations, online banking and the new Financial Regulations.</p>
25/14	<p>Financial matters.</p>
25.1	<p>External auditors report: the information in the annual return is in accordance with proper practices and no matters have come to the attention of Grant Thornton giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matter reported was that any changes to figures in the document should be initialled to certify that they have been corrected by the Responsible Financial Officer.</p>
25.2	<p>Resolved to authorise payments to be made as listed on ‘Schedule of Payments’ and bank reconciliation agreed to 07.07.14.</p>
25.3	<p>It was agreed to accept the offer from South Lenches Parish Council to print A3 documents at 20p a copy.</p>
25.4	<p>An application for a grant by St. Peter’s Church for costs to replace chairs inside the Church was discussed. It was resolved that a grant of £225 be given for the purchase of the 8 chairs as it is for the direct benefit of some or all inhabitants of the Parish (LGA1972 s137).</p>
25.5	<p>A request for petrol costs for the mower use 2013-14 and for a flat rate fee for future years was discussed at length. It was agreed not to pay for retrospective costs but £25 would be paid for 2014-15.</p>
26/14	<p>Correspondence considered.</p>
26.1	<p>Worcestershire County Association of Councils Executive. A request for member councils to write to the County Council Chief Executive, to express their support for the Association and to raise the issue with their county councillors about the withdrawal of grant funding was considered. It was agreed that Worcestershire CALC is very supportive to the Parish Council providing excellent impartial advice. If the Association were to fold the Parish Council would suffer greatly not only from the day to day access available but from training courses for Clerks and Councillors, legal advice and keeping the Council up to date with changes through Government Policies especially the Localism Bill. The Parish Council would therefore request that the County Council continues its funding support to Worcestershire CALC.</p>
26.2	<p>Assets report for May 2014. All reported to be in good order. Both benches require cleaning.</p>
26.3	<p>Tree Warden’s report re the Village Green trees was duly noted. Mr. Whitfield to contact the Tree Officer at Wychavon District Council to obtain authorisation for work required. With regard to the request to relocate the litter bin next to the bench the Council feel that it is best situated in its present position. It is well used and if moved would not be seen if approached from two directions.</p>
27/14	<p>Planning matters.</p>
27.1	<p>To note planning decisions received: a) W/14/01174/LB – Malthouse, The Green, Rous Lench. Listed Building consent granted.</p>
27.2	<p>Correspondence received: Briefing Session on the Wychavon Local Enforcement Plan and Planning Compliance Officer Role. It was</p>

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	agreed to arrange a meeting locally.
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28/14	Parish Cllrs. report and items for future agendas: Nil.
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Meeting closed at 8.35 pm.

Signed by the Chairman:dated: 22nd September 2014.

Correspondence for distribution that does not require decision.

1.	Clerks & Councils Direct – July 2014.
2.	Parish Matters – May 2014.
3.	Worcestershire County Council – Consultation on Statement of Community Involvement. Emailed to members 23rd June 2014. www.worcestershire.gov.uk/planningconsultation
4.	Worcestershire County Council’s draft consultation Planning Validation Document. Emailed to members 23rd June 2014. www.worcestershire.gov.uk/planningconsultation
5.	BUILDING DESIGN AWARDS 2014 - LAUNCH WEEK. Emailed to members 11th July 2014.
6.	WORCESTERSHIRE MINERALS LOCAL PLAN: CALL FOR INFORMATION ABOUT PREFERRED LOCATIONS FOR AGGREGATE EXTRACTION IN WORCESTERSHIRE. Emailed to members on the 21st July 2014.
	If members feel that the Council should make comments on items 3 to 6 please let the Clerk know.

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**Minutes of the Full Parish Council meeting held on Monday 22nd September 2014 at 7.34pm
in Rous Lench Village Hall.**

Present: Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mrs. Wicks and Mr. Hughes.
In attendance: Mrs. N Holland (Clerk), and County Cllr. Mr. Holt and Dist. Cllr. Mr. Lee.

29/14 **Apologies:** Cllrs. Mr. White and Mrs. Davies (reasons accepted by Council), and Dist. Cllr. Mrs. Steel.

30/14 **Declarations of Interest:**
a) Register of Interests: Councillors are reminded of the need to update their register of interests.
b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared.
c) Other Disclosable Interests in items on the agenda and their nature: nil declared.

31/14 **Dispensations:** nil received.

32/14 **Reports from County and District Cllr.**
County Cllr. Mr. Holt:

- Unemployment figures continue to fall.
- Public consultation due to take place during October on the Norton Parkway Railway station.
- Email received regarding the maintenance of the white gates through the Parish. Parish Lengthsman cleans them on a regular basis.
- Donated a sum of money from the County Divisional Fund towards repair of the Village Hall roof.

Dist. Cllr. Mr. Lee:

- Garden waste scheme has been extended.
- Consultation due on proposed changes to planning policy regarding Gypsy and Travellers.

Public Question time: nil.

33/14 **Minutes:** **resolved** to adopt the minutes of the Full Parish Council Meeting held on 22.07.14 duly signed by the Chairman.

34/14 **Clerk's report:**
New Homes Bonus – funding available to April 2015 is £924.
Parish Conference - to be held in the Council Chamber, County Hall on Wednesday 29th October 2014. The information market place will be outside the Council Chamber from 5.30pm and the conference itself will commence at 6.30pm.
Email from Parochial Church Council - On behalf of the PCC and the congregation thank you so much for your generosity. These chairs will certainly be put to good use.
Briefing Enforcement session – to take place on Monday 13th October 2014 at 7.30pm, Church Lench Village Hall.

35/14 **Standing Orders:** following the introduction of the 'Openness of Local Government Bodies Regulations 2014', which came into force on 6th August standing order No: 3 (l) at present refers to the ability to record meetings only with the council's permission. It was **resolved** to revise standing orders by deleting the wording of SO 3(l), leaving the number in place, and adding in "Deleted following the implementation of the Openness of Local Government Bodies Regulations 2014".

36/14 **Financial matters.**
36.1 **Resolved** to transfer £100 from the contingency budget to the training budget.

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36.2	Resolved to approve payments as listed on the schedule. Accounts agreed to 05.09.14. Current A/C £4073.07; Business A/C £11289.89.
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37/14	Finance Group meeting. Clerk to arrange date with members prior to November Parish Council meeting.
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38/14	Parish Cllrs. report and items for future agendas: Nil.
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Meeting closed at 7.53 pm.

Signed by the Chairman:Dated: 24th November 2014.

ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Tuesday 14th October 2014 at 7.30pm
in Rous Lench Village Hall.**

Present: Cllrs. Mr. Dudley (Chair), Mr. White, Mrs. Wicks and Mr. Hughes.
In attendance: Mrs. N Holland (Clerk), Mr. Brown, Developer, and 6 parishioners.

39/14 **Apologies:** Cllr. Mrs. Fernihough and Mrs. Davies (reasons accepted by Council), and Dist. Cllrs. Mr. Lee and Mrs. Steel.

40/14 **Dispensation requests** - nil received.

41/14 **Declarations of Interest:** nil declared.

Public Question time: Meeting adjourned at 7.34pm, reconvening at 7.39pm. Notes of which are appended to these minutes.

42/14 **Planning matters.**

42.1 It was agreed to comment on the following application received:
a) W/14/01330/OU – The Garage, Radford Road, Rous Lench.
Proposal: Demolition of steel frame garage and timber commercial building and erection of 2 dwellings.
Comments: The Parish Council object to this proposal for the following reasons:
The garage business benefits the village of Rous Lench and the surrounding rural villages by providing an invaluable service that serves the community extremely well.
The present buildings are in keeping with the rural environment and add to the character of the village.
Rural villages are fighting to retain businesses and in this current climate of sustainability the loss of the garage would require additional transport costs to residents and remove employment from the village.
If a housing development is approved it is strongly felt that affordable/starter type housing should be provided for local residents not 2 x 4 bed roomed houses.

42.2 Correspondence received duly noted:
a) The Proposed Modifications to the Submitted South Worcestershire Development Plan will be available for comment from Monday 6th October 2014 until 5.00pm on Friday 14th November 2014.
No comment.

Meeting closed at 7.50 pm.

Signed by the Chairman:Dated: 24th November 2014.

Public Question Time:

Parishioners raised comments regarding planning application no: W/14/01330/OU.

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**Minutes of the Full Parish Council meeting held on Monday 24th November 2014 at 7.32pm
in Rous Lench Village Hall.**

Present:	Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mrs. Wicks, Mr. White, Mrs. Rowley, and Mr. Hughes. In attendance: Mrs. N Holland (Clerk), and 2 PCSO's .
43/14	Apologies: Cllr. Mrs. Davies (reason accepted by Council), County Cllr. Mr. Holt, Dist. Cllrs. Mrs. Steel and Mr. Lee.
44/14	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
45/14	Dispensations: nil received.
46/14	Reports from County, District Cllrs. and Police: County and District Cllrs not in attendance. <u>Police report:</u> Oil thefts are on the increase along with catalytic converter thefts.
Public Question time: Nil.	
47/14	Minutes: resolved to adopt the minutes of the Full Parish Council meeting held on 22.09.14 and the minutes of the Planning meeting held on the 14.10.14, duly signed by the Chairman.
48/14	Clerk's report: <u>New Homes Bonus</u> – funding available to April 2015 £924. <u>CALC AGM</u> – to take place on 26th November 2014. <u>Wychavon Area CALC meeting</u> - to take place on the 4th December 2014.
49/14	Financial matters.
49.1	Resolved that the budget to form the precept for 2015-16 would be £4200.00. (LGA 1972 s 150).
49.2	Resolved to approve payments as listed on the schedule. Accounts agreed to 07.10.14. Current A/C £4587.00; Business A/C £11289.89.
49.3	Purchase of a replacement laptop: Clerk's laptop is over 10 years old. Resolved to contribute towards the cost of a replacement laptop for the Clerk. The laptop would be bought for use by the 4 Parish Councils that the Clerk works for to be depreciated over a period of 5 years.
49.4	Insurance of the Village Hall notice board: to be placed on the Council's insurance policy and listed in the Asset Register with the Village Hall Committee being the custodians.
49.5	The Village Hall Committee would discuss whether to purchase a projector and associated equipment through the New Homes Bonus scheme. Clerk requested to send an application to the Committee.
50/14	Speeding in the village: a) Vehicle Activated Signage recordings not received from the Lengthsman. Tree branches by the unit along the Alcester Road are blocking the sensor, Lengthsman to be advised to cut back. b) Concerns raised by a resident over the speed of vehicles along the Alcester Road, especially Radford to Gooms Hill, were duly noted. Clerk to invite the Project Manager from the Safer Roads Partnership to a meeting inviting neighbouring Parish Councils to attend to discuss the issue.
51/14	Parish Cllrs. report and items for future agendas: Update on maintenance of Village Green trees.

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Meeting closed at 8.20 pm.

Signed by the Chairman:dated: 19th January 2015.

ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Monday 8th December 2014 at 7.30pm
in Rous Lench Village Hall.**

Present:	Cllrs. Mr. Dudley (Chair), Mr. Hughes, Mrs. Davies, Mrs. Rowley and Mrs. Fernihough. In attendance: Mrs. N Holland (Clerk), Dist. Cllr. Mr. Lee, and 4 parishioners.
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52/14	Apologies: Cllr. Mrs. Wicks (reason accepted by Council), and Dist. Cllr. Mr. Mrs. Steel.
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53/14	Dispensation requests - nil received.
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54/14	Declarations of Interest: Cllr. Mrs. Fernihough declared a Disclosable Pecuniary Interest in minute no: 41.1b as she owns land adjacent to the application. Member left the meeting at this point.
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Public Question time:	Meeting adjourned at 7.33pm, reconvening at 7.45pm. Notes of which are appended to these minutes.
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55/14	Planning matters.
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55.1	<p>It was agreed to comment on the following applications received:</p> <p>a) W/14/02322/PN – The Caravan, Radford Road, Rous Lench. WR11 4UL. Proposal: Stationing of mobile home for residential purposes. Comments: The Parish Council strongly objects to the proposal for the following reasons:</p> <p>a) This application is for a new residence which is outside the village envelope and should be refused as in lines with application W/14/01330: <i>“The proposed development lies outside of any defined development boundary as identified within the adopted Wychavon District Local Plan, where there is a presumption against further residential development unless it would accord with other specific planning policies. The settlement of Rous Lench has been categorised as “Very Low” in terms of its accessibility to local services and facilities within Annexe 2 of the Wychavon District Local Plan. The proposal is contrary to local plan policy GD1 which seeks to encourage sustainable development, by reducing the need to travel, making best use of existing infrastructure and reflecting national policy looking to protect and enhance the countryside. The site is designated as countryside, outside of the village boundary in an area with limited access to facilities. It is therefore not considered that the proposed development would accord with Policy GD1 of the adopted Wychavon District Local Plan or the NPPF.”</i></p> <p>Concerns raised regarding:</p> <ul style="list-style-type: none"> • Additional vehicle access to the site. • No information submitted regarding the siting of the sewerage treatment plant. • First step towards further development as stated in the Design & Access statement – <i>“The site is sustainable location for a small caravan site”</i>. • As far as the Parish Council are aware there is no mains electric to the site. • Application form does not give full details of the applicant. <p>b) W/14/02492/PN – Holly Barn, Alcester Road, Radford. Proposal: Temporary rural workers dwelling to support equine. Comments: The Parish Council has the following concerns:</p> <p>a) Request that a time limit be placed on the temporary dwelling.</p> <p>b) No details submitted re the sewage treatment system, which where shown on the map, is close to a watercourse.</p> <p>c) Suitability of access for regular use of traffic.</p> <p>The condition of the surface of the track affects adjoining properties, especially in summer months, as the traffic from the site raises clouds of dust.</p>
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Meeting closed at 8.15 pm.

Signed by the Chairman:Dated: 19th January 2015.

Public Question Time:

Parishioners raised comments regarding planning application no: W/14/02332/PN.

ROUS LENCH PARISH COUNCIL.

Minutes of the Full Parish Council meeting held on Monday 19th January 2015 at 7.30pm in Rous Lench Village Hall.

Present:	Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mrs. Wicks, Mr. White, Mrs. Rowley, Mrs. Davies and Mr. Hughes. In attendance: Mrs. N Holland (Clerk), County Cllr. Mr. Holt and Dist. Cllr. Mrs. Steel and 1 parishioner.
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56/14	Apologies: Dist. Cllr. Mr. Lee.
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57/14	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
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58/14	Dispensations: nil received.
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59/14	Reports from County, District Cllrs. and Police: <u>County Cllr. Mr. Holt:</u> a) Budget for 2015-16-is being worked on, 26 million savings to be made during this period by improving working situations and cutting bureaucracy. A proposal is to be put to the Cabinet to increase the Council Tax by 1.94%. This will then go to the Council for decision on the 12 th February 2015. The Council Tax increase will raise £4 million which will be allocated for children in care and an extra £2 million will be required for older persons/vulnerable services. b) <u>Unemployment figures</u> continue to fall. Since the peak in August 2009 the claimant numbers has fallen by 8382, the level is at the stage before the recession started. c) <u>Norton & Parkway</u> proposed station planned opening will be in May 2017. The Government has allocated funding of £7.5 million, Worcestershire County Council to borrow £14 million through the Public Loans Works Board. <u>Dist. Cllr. Mrs. Steel:</u> d) The 'Grow, Save, Charge' Project is proving successful. Economy is growing in the district with 3 large companies' locating to Droitwich, Pershore and Evesham. Savings have been made by appointing one Managing Director over Wychavon and Malvern District Councils. Charges are made through car parking, planning and Council Tax.
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Public Question time: meeting suspended at 7.46 pm, reconvening at 7.55 pm. Notes appended to these minutes.

60/14	Minutes: resolved to adopt the minutes of the Full Parish Council meeting held on 24.11.14 and the minutes of the Planning meeting held on the 08.12.14, duly signed by the Chairman.
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61/14	Clerk's report: <u>New Homes Bonus</u> – funding available to April 2015 £924. <u>Village Green Notice Board</u> added to policy. It will incur an annual increase of £3.04. There will be no additional charge for the remainder of the Council's term. <u>Laptop</u> - ACER Aspire V3-572 15.6" purchased at a sale price of £499.99 inclusive of VAT. Parish Councils contribution of £104.17 each. <u>Assets inspection September 2014</u> – all reported as in satisfactory condition. <u>2015 Wychavon Community Grants scheme</u> - Grant Application Packs are available now and the closing date for all grant applications is NOON on Friday 27th March 2015.
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62/14	Financial matters: Resolved to approve payments as listed on the schedule. Accounts agreed to 07.01.15. Current A/C £4242.16; Business A/C £11291.41.
63/14	<p>Report from meeting held with the Projects Manager from the Safer Roads Partnership (SRP) scheme was discussed. The outcome of the meeting was that the SRP were happy to carry out speed enforcement but it does not solve the problem in the long term and does not make a difference to driver's attitude. Speed should be self regulating; the environment needs to be right in order to persuade drivers to slow down. He suggested the following:</p> <p>a) Drive/walk through the area with Highways Officer, revisit where the 30mph signs are placed. b) White lines at the edge of the highway. c) Bring in lines by the white gates. d) Chicanes but do not have speed bumps. e) Some Parish Councils raise their precept to put in extra furniture. f) Anywhere with sharp bends suggest, to slow drivers down, use of chevrons, signage etc. When signs are knocked down by vehicles ensure replaced.</p> <p>Mr. Perridge would email the Clerk with recent DFT literature and a traffic advisory leaflet. County Cllr. Mr. Holt to give details to the Clerk on the new liaison highways officer for the area in order to arrange a site visit to look at street furniture highlighted in the above.</p>
64/14	Planning Matters.
64.1	Correspondence received from the Planning Authority duly noted: a) W/14/02492/PN – Holly Barn, Alcester Road, Radford. WR7 4LS. Permission refused.
65/14	Date of the Annual Parish meeting confirmed as March 23 rd prior to the Parish Council meeting.
66/14	<p>Urgent decisions:</p> <p>a) Application No: W/14/02402/PP & W/14/02501/LB – Rous Lench Court, Rous Lench. WR11 4UJ. Proposal: Replacement of entrance gates. No comment.</p>
67/14	Update on maintenance to Village Green Trees: the Tree Warden has been have been in contact with the Tree Officer at Wychavon District Council. The Officer is happy with the removal of the dead branches, the lifting of the Lime Tree canopy and that crossing branches are removed. The Warden is waiting to receive the appropriate forms for the felling of the Oak Tree. The felling will require further consideration from the District Council.
68/14	Parish Cllrs. report and items for future agendas: Caravan situated in agricultural field Alcester Road.
69/14	<p>Resolved to exclude the public and press in the public interest for consideration of the following items:</p> <p>a) Personnel issues relating to the NALC salary award were agreed as per recommendations. Resolved that the NALC recommendations be accepted. b) Parish Lengthsman review of contract and fee. No changes. c) Internal Auditor agreement for 2015-16. Agreed to renew the agreement at the same fee as last year.</p>

Meeting closed at 8.20 pm.

Signed by the Chairman:**Dated: March 23rd 2015.**

ROUS LENCH PARISH COUNCIL.

Public Question Time: (1 Parishioner present)

Resident gave a brief summary regarding an application to be made to the Planning Department for a change of use of a barn from storage to commercial premises so it can be rated. This would involve:

a) Securing the premises

b) Providing CCTV

c) Estimate 2-3 persons per day visiting the site

d) Articulated Lorries would deliver barrels; bottles to be stored at Pinvin; Pershore College would be the site for the bottle plant.

e) Sales would be to Farm Shops and to online customers.

The house and garden is in a Conservation Area but the Barn is situated on agricultural land which is not included in the Conservation Area.

Eight premises around The Green are associated with retail.

ROUS LENCH PARISH COUNCIL.

Minutes of the Full Parish Council meeting held on Monday 23rd March 2015 at 7.50pm in Rous Lench Village Hall.

Present: Cllrs. Mr. Dudley (Chair), Mrs. Wicks, Mr. White, Mrs. Rowley, Mrs. Davies and Mr. Hughes.
In attendance: Mrs. N Holland (Clerk), Dist. Cllr. Mrs. Steel and 1 parishioner.

70/14 **Apologies:** Cllr. Mrs. Fernihough (reason accepted), County Cllr. Mr. Holt and Dist. Cllr. Mr. Lee.

71/14 **Declarations of Interest:**

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared.
- c) Other Disclosable Interests in items on the agenda and their nature: nil declared.

72/14 **Dispensations:** nil received.

73/14 **Reports from County, District Cllrs. and Police:**

Dist. Cllr. Mrs. Steel:

The Community Development Manager at Wychavon District Council will also take on this post at Malvern District Council and the Head of Planning at Malvern District Council will also take on this role at Wychavon District Council. This will amount to a saving of £45,000 for each Council and save on recruitment costs.

Public Question time: meeting suspended at 8.03pm, reconvening at 8.08pm. Notes appended to these minutes.

74/14 **Minutes: resolved** to adopt the minutes of the Full Parish Council meeting held on 19.01.15, duly signed by the Chairman.

75/14 **Clerk's report:**

New Homes Bonus – funding available to April 2015 £924.

2015 Wychavon Community Grants scheme - Grant Application Packs are available now and the closing date for all grant applications is NOON on Friday 27th March 2015.

Wychavon District Council - are holding a 'Strong Communities' event on Wednesday 25th March from 6-8.30pm in the Council Chamber at the Civic Centre. This event has been cancelled until after the Elections.

The "Growing Worcestershire" network would like to invite members to a meeting (on Tuesday 14th April from 10-1 at County Hall, Worcester) to discuss the potential of gleaning to address some of the issues relating to reducing waste, building communities and enabling less advantaged members of our community to access fresh food.

May Elections - Election pack available from the Clerk or by contacting the electoral Roll Office at Wychavon District Council – Tel: 01386 565437; Email: elections@wychoavn.gov.uk. Nomination forms can be submitted between 23rd March and 4pm on the 9th April (being aware that Easter falls in the middle of this period). Candidates need to be aware of the new deadline time of 4pm and the fact that the close of withdrawals is the same time which is a change in law from previous elections. Nominations must be delivered by hand either by the candidate, or a person they trust, to The Showell Room, Civic Centre, Queen Elizabeth Drive, Pershore between 9am and 5pm on normal working days Monday – Friday (excluding Bank Holidays and weekends).

Parish Lengthsman scheme – funding to be maintained at the same level as last year, £2040.78.

External Audit – to take place on the 8th June 2015.

ROUS LENCH PARISH COUNCIL.

76/14	Financial matters.
76.1	Resolved to approve payments as listed on the schedule. Accounts agreed to 06.03.15. Current A/C £4242.16; Business A/C £11291.41.
76.2	It was agreed that the Clerk attend the External Audit training seminar at a cost of £35.

77/14	Correspondence received considered.
77.1	Pension's Regulator – automatic enrolment. It was agreed that as the Council is providing a gratuity payment for when the Clerk retires that no pension would be needed.
77.2	Wedding request for permission to use the village green as an outside space. It was agreed that the Wedding reception would be a low risk event and to allow the Green to be used as an 'overspill' for the wedding party. As the wedding reception will not be organised by the Parish Council their responsibilities are limited to the land upon which the event is to take place. These responsibilities will be covered by the Public Liability Insurance section of the Parish Council policy. The Wedding Party itself would be responsible for any claim that arises from activities on the Village Green during the event and therefore may wish to arrange their own public liability cover. The Clerk was asked to reiterate that the road that runs adjacent to the Village Green is very busy so if there are any children attending that parents are made aware. The Tree Warden will advise nearer the time if birds are nesting which trees to avoid disturbing on the Village Green.
77.3	'Why Don't We Youth Project' - David Shortell, Chair of the Children's Kayak Charitable Trust, has requested financial support from all of the Wychavon Parish Councils in the launch of this project. Following discussion it was proposed by Cllr. Mr. Dudley, seconded by Cllr. Mrs. Wicks and resolved by all to grant £50.

78/14	Planning Matters.
78.1	It was agreed not to comment on the following application: a) W/15/00350/PN – The Nathan, Evesham Road, Inkberrow. WR7 4LN. Proposal: Proposed steel framed parts storage building in connection with existing business.
78.2	Correspondence received from the Planning Authority duly noted: a) W/14/02402/PP & W/14/02501/LB – Rous Lench Court, Rous Lench. WR11 4UJ. Application withdrawn. b) W/14/02322/PN – The Caravan, Radford Road, Rous Lench. Permission refused.

79/14	Emailing agenda and papers to members following change in the law. Standing Orders to be amended. All members present agreed to receiving papers by email except Mrs. Rowley who for the present would continue to receive hard copies.
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80/14	Parish Cllrs. report and items for future agendas: Nil.
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Meeting closed at 8.15 pm.

Signed by the Chairman:**dated: April 7th 2015.**

Public Question Time.

Architect gave an outline presentation to provide housing on a piece of land along the Radford Road that is currently a paddock. Details are:

- a) Provide affordable housing in Radford.
- b) Outside boundary.
- c) 3x 3 bed houses + 4 x 2 bed affordable housing.
- d) Hedge to be retained to lessen the impact on the area.
- e) To include open space area under s106 funding which the Parish Council would be responsible for.

ROUS LENCH PARISH COUNCIL.

**Minutes of the Extraordinary Parish Council meeting held on Tuesday 7th April 2015 at 7.30pm
in Rous Lench Village Hall.**

Present: Cllrs. Mr. Dudley (Chair), Mrs. Wicks, Mr. White, Mrs. Rowley, Mrs. Davies, Mrs. Fernihough and Mr. Hughes.
In attendance: Mrs. N Holland (Clerk), and Dist. Cllr. Mr. Lee.

81/14 Apologies: Dist. Cllr. Mrs. Steel.

82/14 Declarations of Interest:
a) Register of Interests: Councillors are reminded of the need to update their register of interests.
b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared.
c) Other Disclosable Interests in items on the agenda and their nature: nil declared.

83/14 Dispensations: nil received.

84/14 Reports received from District Cllr. Mr. Lee – a review of street trading was shortly to take place in Evesham.

Public Question time: Nil.

85/14 Minutes: resolved to adopt the minutes of the Full Parish Council meeting held on 23.03.15, duly signed by the Chairman.

86/14 Clerk’s report:
May Elections - Election pack available from the Clerk or by contacting the Electoral Roll Office at Wychavon District Council – Tel: 01386 565437; Email: elections@wychaovn.gov.uk. Nomination forms can be submitted between 23rd March and 4pm on the 9th April (being aware that Easter falls in the middle of this period). Candidates need to be aware of the new deadline time of 4pm and the fact that the close of withdrawals is the same time which is a change in law from previous elections. Nominations must be delivered by hand either by the candidate, or a person they trust, to The Showell Room, Civic Centre, Queen Elizabeth Drive, Pershore between 9am and 5pm on normal working days Monday – Friday (excluding Bank Holidays and weekends).

87/14 Financial matters: resolved to approve the New Homes Bonus application on behalf of the Village Hall Committee for funding towards a projector for use in the Village Hall. Application to be forwarded to the District Council.

88/14 Planning Matters.

88.1 The Council considered the applications listed below:
a) W/15/00571/CU – Park Cottage, The Green, Rous Lench. WR11 4UN.
Proposal: Change of use of an existing barn from storage to commercial premises including minor building works to support the change of use.
Comments: Application supported.
b) W/15/00572/AA – Park Cottage, The Green, Rous Lench. WR11 4UN.
Proposal: Installation of two wooden advertisement signs. **No comment.**
c) W/15/ 00396/PP & W/15/00421/LB - Tudor Cottage, Mill Lane, Radford, WR7 4LP.
Proposal: Proposed single storey extension to rear elevation of dwelling and insertion of roof lights on west elevation. **No comment.**

ROUS LENCH PARISH COUNCIL.

89/14	Purchase of the Jubilee Tree to be sited in Radford was again considered. It was agreed to purchase a flowering cherry tree, 2 years old at a maximum cost of £50.
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90/14	Parish Cllrs. report and items for future agendas: Nil.
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Meeting closed at 7.50 pm.

Signed by the Chairman:Dated: May 18th 2015.