

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Annual Parish Council meeting held on Monday 18<sup>th</sup> May 2015 at 7.30pm  
in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White, Mrs. Rowley, Mrs. Wicks, Mrs. Davis and Mr. Hughes. The Chairman of the Council Mr. Dudley chaired the start of the meeting. Once a new chair was elected he left the meeting. He wished the Parish Council well and thanked them for all their hard work during his tenure on the Parish Council. <b>In attendance:</b> Mrs. N Holland (Clerk), County Cllr. Mr. Holt, Dist. Cllr. Mrs. Steel and 3 parishioners.
<b>1/15</b>	<b>Election of Chairman:</b> proposed, seconded and <b>resolved</b> that Cllr. Mr. White be elected as Chairman for the ensuing year. Declaration of Acceptance of Office duly signed.
<b>2/15</b>	<b>Apologies:</b> Dist. Cllr. Mr. Wilkinson.
<b>3/15</b>	<b>Election of Vice –Chairman:</b> none elected.
<b>4/15</b>	<b>Declarations of Interest:</b> 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.
<b>5/15</b>	<b>Dispensations:</b> nil received.
<b>6/15</b>	<b>Co-option:</b> no applications received for two vacancies advertised.
<b>7/15</b>	<b>To agree a date by which absent members must sign the declaration of office.</b> All members have signed.
<b>8/15</b>	<b>Representatives appointed for the following:</b> a) Wychavon CALC representative 2014/15 - <i>(no volunteer)</i> . b) Staffing and Finance Group <i>(Cllrs. Mr. White, Mr. Hughes and Mrs. Davis)</i> .
<b>9/15</b>	<b>The following items were reviewed and adopted:</b> a) Standing Orders 2013 (amended). b) Financial Regulations 2014. c) Agendas/and associated papers – if member wishes to receive all documents by email to sign agreement. d) Risk Assessment. e) Asset Register. f) Renewal of Insurance Policy for 2015-16 of £489.84.
<b>10/15</b>	<b>Reports received from County Cllr. Mr. Holt, District Cllr. Mrs. Steel and Police:</b> <u>County Cllr. Mr. Holt reported:</u> <ul style="list-style-type: none"> <li>• Unemployment figures continue to fall, now the lowest since 2004.</li> <li>• ‘Your Life Your Choice’ website is now up and running, this site offers a full range of information and advice on health, well-being, adult social care and independent living in Worcestershire, visit us at: <a href="https://ylyc.worcestershire.gov.uk/">https://ylyc.worcestershire.gov.uk/</a></li> <li>• Railway station updates: Norton – Parkway due for completion in 2017. Bromsgrove will be open to the public in the autumn of 2015 due to replacement works funded</li> </ul>

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	<p>by the County Council and Centro. Kidderminster – 4.3 million invested in a new station with access and forecourt. Persore – new car park to be installed.</p> <p><u>Dist. Cllr. Mrs. Steel reported:</u></p> <ul style="list-style-type: none"> <li>• Following the elections the District Council Cabinet is made up of 45 members (38 Conservative, 1 UKIP, and 5 Liberal Democrats – 1 conservative vacancy). Linda Robinson is the new Leader and Lynn Duffy the Deputy. Paul Middleborough is the Chair of the Planning Committee. The Localism and Communities Advisory Panel has been split into 3 sections to deal with rural areas, other areas and funding i.e. New Homes bonus applications.</li> <li>• Main meetings have now been altered to Wednesday to fit in with Malvern Hills District Council. Further shared services will be coming on board.</li> </ul> <p><u>Police reported by email:</u> Thefts reported and a number of potential attempted break in to vehicles in Inkberrow.</p>
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**Public Question time:** meeting suspended at 8pm reconvening at 8.20pm. Notes appended to these minutes.

<b>11/15</b>	<b>Minutes: resolved</b> to adopt the minutes of the Full Parish Council Meeting held on 07.04.15, duly signed by the Chairman.
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<b>12/15</b>	<p><b>Clerk’s report:</b> <u>Wychavon Area CALC meeting</u> – to take place on the 3rd June 2015 at Persore Library commencing at 7.30pm. <u>External Audit</u> to take place on the 8<sup>th</sup> June 2015. <u>11th Parish Conference</u> taking place at County Hall, Worcester on Thursday 4th June 2015. The main conference starts at 6.30pm and the theme of the conference is 'Digital Parishes'. <u>‘Strong Communities’ event on the 9th June 2015</u>, 6pm to 8.15pm in the Council Chamber at the Civic Centre, Persore. The event will include a presentation on community renewable energy, an update on the New Homes Bonus and information about the Rural Communities Programme. There will be an opportunity to hear from the Police and Crime Commissioner’s Community Ambassador. Places will be limited to two per Parish Council so contact me to book a place if you want to attend. <u>‘Why Don’t we Project’</u> – email received thanking the Parish Council for the kind donation. Rous Lench Parish Council support will feature on our Charity Website shortly. Email received from planning enforcement Officer stating that an application would be submitted shortly for works carried out at Corner Cottage, Alcester Road, Radford. <u>Parish Lengthsman</u> – agreement signed for 2015-16. <u>Bank mandate</u> – documentation approved to allow the Clerk to transfer money between each account. Clerk to amend document to show that Mr. Dudley and Mrs. Fernihough are no longer signatories on the account.</p>
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<b>13/15</b>	<b>Financial matters.</b>
13.1	<b>Resolved</b> to approve the accounts year ending 31.03.15.
13.2	Internal auditor report duly noted, no actions required.
13.3	The internal review of effectiveness reviewed and agreed.
13.4	<b>Resolved</b> to approve the following documents for the external auditor: a) Statement of Accounts b) Annual Governance Statement.
13.5	<b>Resolved</b> to transfer funds from under spend 2014-15 to: a) £600 to contingency budget

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	<p>b) £150 to training budget  c) £500 Parish Lengthsman  d) £50 to Administration budget.  e) £350 to Grants budget.  f) £321.15 to remain in account.  g) Transfer £1100 to business account.</p>
13.6	<b>Resolved</b> to authorise payments to be made as listed on 'Schedule of Payments' and balances to 07.05.15.
13.7	Further information required for the New Homes Bonus application. The Council is required to consult the Parish for ideas on how the money could be spent. It was agreed to circulate a flyer to all households during the first week of June.
13.8	<b>Resolved</b> that Rous Lench Parish Council is eligible to use the General Power of Competence (Localism Act 2011 sections 1-8) as the number of members elected at the 2015 ordinary elections is equal to or greater than two thirds of the total number of seats on the Council and that the Council has a qualified Clerk, as defined in section 2 of The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (Statutory Instrument 2012 No. 965).

<b>14/15</b>	<b>Correspondence considered.</b>
14.1	<p>Worcestershire County Association for Councils training programme for June 2015:  The 4 'P' cover People, Place, Powers and Planning to be held on 8th June, 15th June and 22nd June.  The 4 'M' cover meetings, management and money to be held on 10th June, 17th June and 24th June.  Each session lasts 2 hours at a cost of £25 each.</p>
14.2	Correspondence received on the type of tree to purchase to mark the Diamond Jubilee. Cllr. Mr. Hughes offered to purchase a cherry tree up to the cost of £50.

<b>15/15</b>	<b>Update on speeding through the parish.</b> Vehicle Activated signage is indicating traffic speeding above the limit along the Alcester Road. Clerk to write to the Safer Roads Partnership Unit to request surveillance.
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<b>16/15</b>	<p><b>Planning:</b>  To note correspondence received from the Planning Authority:  a) W/15/00572/AA – Park Cottage, The Green, Rous Lench. <b>Consent granted with 8 standard conditions.</b>  b) Email received from Planning Enforcement Officer regarding Corner Cottage, Alcester Road, Radford stating that a planning application will be received regarding works carried out on site.</p>
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<b>17/15</b>	<b>Parish Cllrs. report and items</b> for future agendas: nil.
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Meeting closed at 8.50 pm.

Signed by the Chairman: .....Dated: July 27<sup>th</sup> 2015.

**Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – May 2015.
2.	South Worcestershire Development Plan - Strategic Housing Land Availability Assessment (SHLAA) April 2015.

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*Public Question Time - 3 parishioners in attendance:*

*a) Application due to be submitted to the Parish Council in relation to land owned along the Radford Road for a mobile home. Details of the application were given to the Council.*

*b) Parishioner explained that changes that have been made to Corner Cottage, Radford Road will require planning permission. At present in discussion with the Planning Authority. Wishes to return the land to its original state, remove existing garages, replace with new and install a Barn.*

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Tuesday 2<sup>nd</sup> June 2015 at 7.30pm  
in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White (Chair), Mr. Hughes, Mrs. Davies, and Mrs. Rowley. <b>In attendance:</b> Mrs. N Holland (Clerk) and 12 parishioners.
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<b>18/15</b>	<b>Apologies:</b> Cllr. Mrs. Wicks (reason accepted by Council), Dist. Cllrs. Mrs. Steel and Mr. Wilkinson.
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<b>19/15</b>	<b>Declarations of Interest:</b> Cllr. Mrs. Davis declared a Disclosable Pecuniary Interest in minute no: 21/15b as she owns land opposite to the application.
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<b>20/15</b>	<b>Dispensation requests:</b> the Council agreed to grant a dispensation to Cllr. Mrs. Davis to enable her to speak on any item of business concerning minute number 21.1b as this will be in the interests of people living in the Council's area. The Council decided also to grant a dispensation which would allow Mrs. Davis to vote. The dispensation was granted for this meeting only.
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<b>Public Question time:</b> Meeting adjourned at 7.31pm, reconvening at 8.05pm. Notes of which are appended to these minutes.
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<b>21/15</b>	<b>Planning matters.</b>
21.1	<p>It was agreed to comment on the following applications received:</p> <p>a) <u>W/15/01136/PN - Chafecote House, The Green, Rous Lench.</u>  <b>Proposal:</b> Demolition of existing single storey ancillary structures to the main house and replacement with a new garden room. Partial demolition of the existing garage block and construction of a new sustainable 2 bed dwelling, together with associated landscaping and parking.  <b>Comment:</b> The Parish Council objects to the proposal for the following reasons:          The proposal is out of keeping with the architecture and historic nature of local properties in the vicinity. It would have a detrimental impact on the character and appearance of the Conservation Area and a visual impact on neighbouring properties. It is understood that the single storey will be built on an area that will impede a right of access for a fire exit from the Village Hall. It contravenes the guidelines recommended in the Rous Lench Parish Design Statement.</p> <p>b) <u>W/15/01159/CU - The Caravan, Radford Road, Rous Lench.</u>  <b>Proposal:</b> Change of use of land for stationing of mobile home for residential purposes for a gypsy family.  <b>Comments:</b> The Parish Council objects to the proposal for the following reasons:          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.</i>  <i>The proposal is contrary to local plan policy GDI 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>          b) Rous Lench and Radford is classified as a category 4B village in the "Village Facilities Survey" and</p>

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<p>the Rural Public Transport survey so therefore is not considered to be a sustainable development capable of accommodating new development.</p> <p>c) The proposal is not in keeping with residential properties in the area. Wychavon District Council Local Plan saved policy SUR 1 “requires that all proposals for new buildings to demonstrate a high degree of design and to make a positive contribution to the visual quality of the environment.” This should apply to a stationing of a mobile home for residential purposes.</p> <p>d) Other concerns raised:</p> <ul style="list-style-type: none"><li>• Proposal is for a 2 bed-roomed home. Presumably the two children will share a bedroom. What happens in the future?</li><li>• Re: previous application W/14/01330:</li></ul> <p>i) Name of applicant has changed but reasons stated in both applications suggest it is the same person.</p> <p>ii) It is noted that the applicant, in this application, is now claiming gypsy status.</p> <p>iii) In correspondence to the District Council the applicant states that 9 further traveller sites are required in the area. Concerns over further development of this site if this application is approved.</p>
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**Meeting closed at 8.15 pm.**

**Signed by the Chairman: .....Dated: 27<sup>th</sup> July 2015.**

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Public Question Time:

*Parishioners raised comments regarding planning application no's: W/14/02332/PN and W/15/01159/CU.*

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### **Minutes of the Full Parish Council meeting held on Monday 27<sup>th</sup> July 2015 at 7.34pm in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White, Mrs. Rowley, Mrs. Wicks, Mrs. Davis and Mr. Hughes. <b>In attendance:</b> Mrs. N Holland (Clerk), Dist. Cllr. Mr. Wilkinson and 6 parishioners.
<b>22/15</b>	<b>Apologies:</b> County Cllr. Mr. Holt, Dist. Cllr. Mrs. Steel.
<b>23/15</b>	<b>Declarations of Interest:</b> 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: Cllr. Mrs. Davis in minute no: 31.2 as she lives on the opposite side of the road to the application. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
<b>24/15</b>	<b>Dispensations:</b> received from Cllr. Mrs. Davis in regard to minute no: 31.2 requesting to be able to stay in the meeting and take part in the discussion for reasons detailed in 23.b. The Council <b>resolved</b> to grant the dispensation to allow the member to take part in discussion as it was felt this would be in the interests of persons living in the Council's area due to the member's knowledge of the site. The dispensation was granted for this meeting only.
<b>25/15</b>	<b>Co-option:</b> one application received. <b>Resolved</b> that Mr. Browne be co-opted as a member to the Council. Further vacancy to be advertised.
<b>26/15</b>	<b>Reports received from District Cllr. Mr. Wilkinson and Police:</b> <u>Dist. Cllr. Mr. Wilkinson:</u> Introduced himself to the Council, can be contacted through the District Council website. He explained that Cllr. Mrs. Steel was unable to attend the meeting but she wished to state that her reasons for abstaining from the vote in regard to application W/15/01159/CU was because the Planning Officer recommended approval and if the application went to appeal no conditions would be attached if won. <u>Police reported by email:</u> A shed was broken into at the beginning of May and tools taken from a property on Radford Road.
<b>Public Question time:</b> meeting suspended at 19.42 pm reconvening at 20.20pm. Notes appended to these minutes.	
<b>27/15</b>	<b>Minutes:</b> <b>resolved</b> to adopt the minutes of the Annual Parish Council Meeting held on 18.05.15 and Planning meeting held on 02.06.15, duly signed by the Chairman.
<b>28/15</b>	<b>Clerk's report:</b> <u>Code of Conduct training</u> - 28th July at 7pm in regard to the code of conduct and the Standards regime. The session will be taken by Ian Marshall, the Monitoring Officer and Richard Levett from CALC will be in attendance. <u>Invitation to attend training session locally</u> in relation to Wychavon Local Enforcement Plan and Planning Compliance Officer Role. If members interested venue to be arranged. <u>New Homes Bonus funding</u> – currently available for this year £1856. <u>Pensions Regulator</u> – automatic enrolment declaration completed.
<b>29/15</b>	<b>Financial matters.</b>
29.1	<b>Resolved</b> to authorise payments to be made as listed below:

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	Clerk's salary and expenses.	346.99
	Parish Lengthsman	423.50
	Purchase of Jubilee Tree	44.98
	Balances to 05.06.15 agreed with reconciliation to bank statement.	
29.2	External Auditor's report: Auditor reported that in their opinion the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.	
29.3	New Homes Bonus: community consultation. Flyer delivered to all households in the Parish. Out of 114 delivered 3 responses were received all in favour of a projector being purchased for the Village Hall. No other ideas were suggested.	

<b>30/15</b>	<b>Transparency Code:</b> The Department for Communities and Local Government (DCLG) issued the Transparency Code for Smaller Authorities in December 2014. The Code is a requirement for smaller authorities to make information available for local people to increase democratic accountability. The requirement is that certain information must be published on a web site which is publicly available free of charge. Smaller councils are those where the greater of annual receipts or payments is £25,000 or less therefore this applies to Rous Lench Parish Council who agreed to adopt the Code.
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<b>31/15</b>	<b>Planning.</b>
31.1	<p>Update on application no: W/15/01159/CU following the Planning Committee meeting held on the 23.07.15. Cllrs. that attended the meeting raised the following concerns:</p> <ol style="list-style-type: none"> <li>1. Why was the revision to the boundary that is subject to an amendment not shown at the meeting? Planning considerations related to the land were decided by the Committee on discrepancies over inaccurate land ownership details and therefore should be reconsidered.</li> <li>2. Information presented on an overhead presentation in relation to the site did not reflect Parish Council and residents' concerns i.e.             <ol style="list-style-type: none"> <li>a) Slides shown at the meeting were presented whilst the supporters/objectors were speaking and yet in the previous applications discussed this was done while the presenting planning officer was putting his/her case forward.</li> <li>b) The slides that were shown in relation to this case were believed to be those supplied by the District Council. The presenting officer did not show the photographs that were supplied to her by one of the residents. The Parish Council understand that the presenting officer stated to the resident that she had received the photographs and would run them a long side their own photographs whilst the case objectors and supporter were speaking.</li> </ol> </li> <li>3. Legal information presented by residents was not taken into full account and their concerns were not answered. Why was clarification not sought from the Solicitor present at the meeting?</li> <li>4. Why was a site visit not carried out?</li> <li>5. Why was the overriding issue of sustainability in regard to Rous Lench and its effect on future planning not taken into consideration?</li> <li>6. Why was the application not taken to the next Committee meeting when the full facts were not known?</li> </ol> <p><b>Resolved</b> that the Council write a letter to Mr. D. Hammond Housing &amp; Planning Services Manager, WDC, Mr. J. Hegarty, Chief Executive, WDC, Mr. G. Williams, Head of Housing and Planning Services, WDC, Ms. Angie Williams, Planning Officer, WDC and Dist. Cllrs. Mrs. Steel and Mr. Wilkinson with the above comments.</p> <p>It was requested by a member that the Clerk record in the minutes that Dist. Cllr. Mrs. Steel did not support the village in regard to this application.</p>
31.2	<p>It was agreed to comment on the following applications:</p> <ol style="list-style-type: none"> <li>a) W/15/01159/CU – The Caravan, Radford Road, Rous Lench.</li> </ol> <p><b>Proposal:</b> Amendment to reduce blue line boundary to reflect applicant's ownership.</p>



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	<p><b>Comment:</b> The Parish Council request that the outcome of this application is deferred and returned to the Planning Committee as the decision taken at the meeting held on the 23rd July 2015 was made on an inaccurate location plan.</p> <p>With reference to the above amendment the Council feel there are many discrepancies in relation to the ownership of the land for the following reasons:</p> <p>a) Application W/14/02322 submitted in the name of Crimea Price indicating that he owns all the land outlined in blue which includes the orchard and paddock, yet Mrs. Mary Hooper is recorded on the application form as owner of the land.</p> <p>b) Application W/15/01159/CU - submitted by Stacey Lee and Michael Price with identical plan as in above application and signed as the owners.</p> <p>c) Amended plan submitted showing that they now own less land than claimed previously. Certificate of ownership (Part 24) of the application form (dated 07/07/15) was resubmitted with Mrs. Mary Hooper recorded as the owner.</p> <p>The inconsistency of the applications is reinforcing many concerns with residents so the Parish Council request that the land ownership is thoroughly investigated and dealt with as a matter of urgency.</p> <p>b) <u>W/15/01634/PN - Holly Tree House, Alcester Road, Radford.</u></p> <p><b>Proposal:</b> Demolition of existing double garage and construction of new garage, new vehicular access to serve dwelling, change of use of land to extend garden and construction of storage building.</p> <p><b>Comment:</b> The Parish Council questions the size of the new garage and the storage building. It is felt that the scale of the development is too large and that both the height and size of the proposed buildings will dominate the house.</p>
31.3	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) W/15/00943/PP – Orchard View, Radford Road, Rous Lench. <b>Application withdrawn.</b></p> <p>b) Tree Preservation Order placed on tree at Orchard View, Radford Road, Rous Lench.</p> <p>c) W/15/00350/PN – The Nathan, Evesham Road, Inkberrow. <b>Permission granted with 7 conditions/reasons.</b></p> <p>d) W/15/00396/PP – Tudor Cottage, Mill Lane, Radford. <b>Permission granted.</b></p> <p>e) W/15/01136/PN - Chafecote, The Green, Rous Lench. <b>Permission granted for demolition of existing single storey ancillary structures to the main house and replacement with a new garden room.</b></p>

<b>32.</b>	<b>Rous Lench and Radford Parish matters for discussion/decision.</b>
32.1	Flood Alleviation Support Grant Scheme: agreed not to apply as no suitable project within the Parish.
32.2	Jubilee Tree: it was agreed to obtain quotes for a plaque for the Diamond Jubilee Tree.
<b>33/15</b>	<b>Parish Cllrs. report and items for future agendas: nil.</b>

Meeting closed at 9 pm.

Signed by the Chairman: .....Dated: 28<sup>th</sup> September 2015.

**Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – July 2015.
2.	WORCESTERSHIRE MINERALS LOCAL PLAN: CALL FOR SITES. RESOURCES AND INFRASTRUCTURE AND CONSULTATION ON BACKGROUND EVIDENCE.

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*Public Question Time - 6 parishioners in attendance:*

*Concerns raised in regard to application W/15/01159/CU:*

- *Way the application was presented by the Planning Officers at the Planning Committee meeting at Wychavon District Council i.e. presentation lacked information that had been submitted to Officers.*
- *Decided on misrepresented location plan, photographs and question of ownership of the land.*
- *Sustainability issues for Rous Lench.*

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Monday September 14<sup>th</sup> 2015 at 7.30pm  
in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White (Chair), Mr. Hughes, Mrs. Wicks, Mr. Browne and Mrs. Rowley. <b>In attendance:</b> Mrs. N Holland (Clerk).
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<b>34/15</b>	<b>Apologies:</b> Cllr. Mrs. Davis (no reason given but accepted by Council), and Dist. Cllr. Mrs. Steel.
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<b>35/15</b>	<b>Declarations of Interest:</b> Nil declared.
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<b>36/15</b>	<b>Dispensation requests:</b> Nil received.
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<b>Public Question time:</b> Nil.
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<b>37/15</b>	<b>Planning matters.</b>
37.1	<p>It was agreed to comment on the following applications received:</p> <p>a) <u>W/15/02071/PP</u> – Rectory Cottage, The Green, Rous Lench.  <b>Proposal:</b> Proposed two storey side extension to house, alterations to outbuilding and glazed link.  <b>Comments:</b> The Parish Council supports the application which is in keeping with the surrounding properties.</p> <p>b) <u>W/15/02152/CU</u> – Grove Farm Land, Mill Lane, Radford.  <b>Proposal:</b> Change of use from agricultural land to privately used equine paddock and erection of stables.  <b>Comments:</b> The Parish Council would like the following concerns clarified:</p> <p>i) District Council policy on the number of horses per acre of land to determine the size of the stables.  ii) Open barn is more of a carport arrangement than a building for horse loose boxes and a field shelter.  iii) Arrangement for disposal of horse bedding and manure.</p> <p>c) <u>W/15/01971/PN</u> – Land and access opposite Weatheroak, Low Road, Church Lench.  <b>Proposal:</b> Demolition of existing industrial building, erection of one detached dwelling house with associated curtilage and amenity land within Stratford District Council’s administrative boundary. Formation of new access drive to serve new dwelling house and adjacent agricultural land within Wychavon District Council’s administrative boundary. (Cross boundary application).  <b>Comments:</b> None.</p>
37.2	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) <u>W/15/01159/CU</u> – The Caravan, Radford Road, Rous Lench. <b>Permission granted with 16 conditions/reasons.</b> The Clerk was requested to ask why the condition includes a touring caravan as well as the mobile home.</p> <p>b) Response received from Housing and Planning Services Manager in regard to letter written by the Council in respect of the Planning Committee’s decision to grant application W/15/01159/CU. Following discussion it was agreed that the Clerk should respond to the letter as the Parish Council are concerned in regard to the future argument of sustainability in Rous Lench and Radford due to the precedent set in the granting of this application.</p>

**Meeting closed at 8.00 pm.**

**Signed by the Chairman: .....Dated: 28<sup>th</sup> September 2015.**

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<b>Minutes of the Full Parish Council meeting held on Monday 28<sup>th</sup> September 2015 at 7.30pm in Rous Lench Village Hall.</b>
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<b>Present:</b>	Cllrs. Mr. White, Mrs. Rowley, Mrs. Davis and Mr. Hughes. <b>In attendance:</b> Mrs. N Holland (Clerk), and County Cllr. Mr. Holt.
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<b>38/15</b>	<b>Apologies:</b> Cllrs. Mrs. Wicks and Mr. Browne (reasons accepted by Council), and Dist. Cllr. Mrs. Steel.
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<b>39/15</b>	<b>Declarations of Interest:</b> 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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<b>40/15</b>	<b>Dispensations:</b> Written requests received from Cllrs. Mr. White, Mr. Hughes, Mrs. Rowley and Mrs. Davis for the Council to grant a dispensation, (S33 of the Localism Act 2011), to be allowed to take part in a discussion and vote in regard to the budget to form the precept until May 2019. This also applies to those members of the Finance Group. Without this dispensation the number of Councillor's prohibited from taking part in the item would impede the transaction of business.
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<b>41/15</b>	<b>Co-option:</b> one application received. <b>Resolved</b> that Mr. Dudley be co-opted as a member to the Council.
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<b>42/15</b>	<b>Reports received from County Cllr. Mr. Holt:</b> <ul style="list-style-type: none"> <li>• Slight increase in the unemployment figures for August. Since August 2009 figures have fallen by over 9,000.</li> <li>• Over the past 5 years the annual budget for the County Council has been reduced by £100 million without seriously impacting on front line services.</li> <li>• Buildings owned by the County Council have been reduced by disposing of Leases, selling of Freehold properties including some farm holdings. This has resulted in savings of £2.5 million. It has been so successful that other public bodies i.e. Hereford &amp; Worcester Fire Service, West Mercia and Warwickshire Police, Worcester City have set up a limited company with the County Council.</li> </ul>
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<b>Public Question time:</b> Nil.
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<b>43/15</b>	<b>Minutes: resolved</b> to adopt the minutes of the Full Parish Council Meeting held on 27.07.15 and Planning meeting held on 14.09.15, duly signed by the Chairman.
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<b>44/15</b>	<b>Clerk's report:</b> <u>Declaration of Acceptance of Office</u> signed by Mr. Browne. <u>Invitation to attend the Malvern Hills</u> meeting of the Worcestershire CALC on Tuesday 13th October at 7.30pm at County Hall. Speakers will be Duncan Rudge, Head of Development Control, and Rosie Murray, Senior Planning Officer, both from Malvern Hills District Council. Will be presenting the latest position on the SWDP with the Planning Inspectorate and with the SWDP Local Authorities; they will also discuss S106 payments, and how they are administered.
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<b>45/15</b>	<b>Financial matters.</b>		
45.1	<b>Resolved</b> to authorise payments to be made as listed below: <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 70%;">Clerk's salary and expenses.</td> <td style="width: 30%; text-align: center;">278.28</td> </tr> </table>	Clerk's salary and expenses.	278.28
Clerk's salary and expenses.	278.28		

## ROUS LENCH PARISH COUNCIL.

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	Parish Lengthsman	412.50
	Balances to 07.09.15 agreed with reconciliation to bank statement.	
45.2	Date for Finance Group meeting: to take place following the Planning Meeting to be held on the 13 <sup>th</sup> October 2015.	
45.3	<p>New Homes Bonus: an application from the Village Hall Committee for an outside storage facility to store equipment when an event is being held was approved by the Council subject to clarification of:</p> <p>a) the amount of money required for the project and that</p> <p>b) both District Councillors had been informed and support the project.</p> <p>Chairman to contact Cllr. Mr. Browne over details. The Council agreed that once the questions had been addressed the Clerk could submit the application to the District Council.</p>	
<b>46/15</b>	<p><b>Quotes for placing a plaque under the Jubilee Tree:</b> several quotes were presented for consideration.</p> <p><b>Resolved</b> to purchase an aluminium commemorative tree plaque 10"x8", with wording, 'Queen's Diamond Jubilee 2012, Cherry Tree planted by Rous Lench Parish Council, on a light oak wooden base with a double scalloped border and a stake from Brunel Engraving Co Ltd at a cost of £136.50 including delivery and VAT.</p>	
<b>47/15</b>	<b>Parish Cllrs. report and items</b> for future agendas: Maintenance of Lime/Oak trees on the Village Green.	

Meeting closed at 7.50 pm.

Signed by the Chairman: ..... Dated: 23<sup>rd</sup> November 2015.

**Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – September 2015.
2.	Presentation given at the SWDP Main Modifications briefing session held at County Hall circulated to members by email on 14.09.15.
3.	CALC autumn training events circulated to members. If anyone wishes to attend any of the sessions please let the Clerk know.

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Tuesday October 13<sup>th</sup> 2015 at 7.35pm  
in Rous Lench Village Hall.**

**Present:** Cllrs. Mr. Hughes (Chair), Mrs. Davis, Mrs. Wicks, and Mr. Browne (51.1).  
**In attendance:** Mrs. N Holland (Clerk) and 1 parishioner.

**48/15**     **Apologies:** Cllrs. Mr. White and Mr. Dudley (reasons accepted by Council), and Dist. Cllr. Mrs. Steel.

**49/15**     **Declarations of Interest:** Nil declared.

**50/15**     **Dispensation requests:** Nil received.

**Public Question time:** meeting suspended at 7.36pm, reconvening at 7.45pm. Notes appended to the minutes.

**51/15**     **Planning matters.**

51.1	<p>It was agreed not to comment on the following applications received:</p> <p>a) <u>W/15/02377/PN</u> – Chafecote, The Green, Rous Lench. <b>Proposal:</b> Conversion of the existing Coach House to a 3 bed dwelling house together with associated landscape and parking.</p> <p>b) <u>W/15/02458/LUE</u> – Tandy Orchard View and Jakrose, Radford Road, Rous Lench. <b>Proposal:</b> Certificate of Lawful Use existing for the change of use of 1 dwelling house into 2 separate independent dwelling houses in connection with non-compliance of condition 3 of planning permission reference W/74/00903 for the proposed extension not to be sold as a separate unit.</p> <p>It was agreed to comment on the following application:</p> <p>c) <u>W/15/01634/CU</u> – Holly Tree House, Radford. <b>Amendment to proposal:</b> Reduction in the amount of agricultural land to be changes to domestic cartilage. Re-siting and reduction in size of the proposed garage and storage building. Repositioning of internal driveway.</p> <p><b>Comments:</b> The Parish Council were previously concerned over the size of the new garage and storage building. It is noted that the garage has been reduced in width size by the removal of the car port. However, the amended plans do not show a reduction in the total height of the building. The storage barn shows a reduction in width size but the amended plans show no door to the Barn and the height of the Barn to the ridge has been increased to 2,850. The heights of both buildings will dominate the House. As far as the Council is aware the repositioning of the drive has already taken place. The Parish Council would request that if this application is approved that the following conditions be applied:</p> <p>a) No commercial or business activities to be run from this premise and land in ownership. b) No further alterations to the domestic curtilage of the House and Garden.</p>
51.2	<p>Correspondence received from the Planning Authority:</p> <p>a) Response received from Housing and Planning Services Manager in regard to Application: W/15/01159/CU regarding questions asked on future sustainability for the Parish and condition 2 of the application was considered. It was agreed that the council should respond. Cllr. Mr. Browne to draft comments to the Clerk for distribution to members.</p>

**Meeting closed at 8.30 pm.**

**Signed by the Chairman:** ..... **Dated: 23<sup>rd</sup> November 2015.**

## ROUS LENCH PARISH COUNCIL.

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**Public Question Time – 1 parishioner in attendance.**

- a) Holly Tree House – comments on website inaccurate regarding work carried out in the Orchard. Only items removed by the previous owner were dead trees.
- b) Response received in regard to Application W/15/01159 read out.
- c) Tandy Orchard – fencing/ hard standing in place. Questions asked in regard as to whether an application should be submitted. Clerk to inquire.

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Full Parish Council meeting held on Monday 23<sup>rd</sup> November 2015 at 7.30pm  
in Rous Lench Village Hall.**

**Present:** Cllrs. Mr. White, Mr. Dudley, Mr. Browne, Mrs. Wicks and Mr. Hughes.  
**In attendance:** Mrs. N Holland (Clerk), Dist. Cllr. Mrs. Steel and 3 parishioners.

**52/15** **Apologies:** Cllrs. Mrs. Davis (reason accepted by Council), County Cllr. Mr. Holt and Dist. Cllr. Mr. Wilkinson.

**53/15** **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.

**54/15** **Dispensations:** Nil received.

**55/15** **Reports received from District Cllr. Mrs. Steel:**

- District Council waiting on the Government's autumn statement before finalising the budget.
- Senior Management Team to be reduced from 10 officers to 7 by April 2016 by offering voluntary redundancy. Malvern Hills and Wychavon District Councils will increase shared services.
- Devolvement – No Councils in Worcestershire have made any decision over this process.

**Public Question time:** meeting suspended at 7.35pm, reconvening at 7.55pm. Notes appended to these minutes.

**56/15** **Minutes: resolved** to adopt the minutes of the Full Parish Council Meeting held on 28.09.15 and Planning meeting held on 13.10.15, duly signed by the Chairman.

**57/15** **Clerk's report:**  
New Homes Bonus funding – currently available for this year £1856. Application on behalf of the Village Hall Committee will be considered at the next Localism Panel meeting on the 7<sup>th</sup> December 2015.  
Annual General Meeting of Worcestershire CALC - Council chamber at County Hall, Worcester on Wednesday 25<sup>th</sup> November 2015. Trade Fair commences at 5pm and AGM starts at 7pm.  
Declaration of Office – signed by Mr. Dudley.

**58/15** **Update on Superfast Broadband to the Lenches and surrounding area.** Report received from Cllr. Mr. Ernest (Abbots Morton Parish Council). Council wished to thank Cllr. Mr. Ernest for his work in this area and fully support his actions. If a survey is required from residents in Rous Lench over their broadband network then the Council would be happy to carry out. Mr. Ernest continues to campaign for superfast broadband to be installed in the area.

**59/15** **Financial matters.**

**59.1** **Resolved** to authorise payments to be made as listed below:

Clerk's salary and expenses.	336.73
Parish Lengthsman	412.50
Purchase of plaque for Jubilee Tree	136.50

Balances to 06.11.15 agreed with reconciliation to bank statement.

**59.2** **New Homes Bonus:** an application by Evesham Area Community First Responders was considered



## ROUS LENCH PARISH COUNCIL.

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	for funding of £350 to purchase essential equipment. South Lenches Parish Council has also submitted an application. It was agreed to support the application and submit to the District Council for approval.
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<b>60/15</b>	<b>Planning.</b>
60.1	Correspondence received from the Planning Authority duly noted: a) W/15/01634/CU - Holly Tree House, Radford. <b>Planning permission granted with 10 reasons/conditions.</b> b) W/15/02071/PP - Rectory Cottage, The Green, Rous Lench. <b>Application withdrawn.</b> c) W/15/ 02152/COU - Grove Farm Land, Mill Lane, Radford. <b>Permission refused.</b> d) W/15/02377/PN – Chafecote, The Green, Rous Lench. <b>Permission refused.</b>
60.2	Correspondence received from a concerned group of residents at Rous Lench, Radford and Gooms Hill who have written a complaint to the Planning Authority in regard to application no: W/15/01159/CU duly noted.

<b>61/15</b>	<b>Update on the maintenance of trees on the Village Green.</b> Tree Warden reported that the Lime Tree will be pruned over the winter period. Forms have to be submitted to the Officer at Wychavon District Council regarding the pruning of the Oak Tree. These will be submitted shortly.
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<b>62/15</b>	<b>Parish Cllrs. report and items</b> for future agendas: Budget/Precept. Date of next meeting 25 <sup>th</sup> January 2016, to be confirmed by the Village Hall Committee.
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**Meeting closed at 8.15 pm.**

**Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – November 2015.
2.	Document relating to COU at Tandy's Garage circulated to all members.

**Signed by the Chairman: .....dated 18<sup>th</sup> January 2016.**

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***Public Question Time – 3 parishioners in attendance:***

*a) New owners of Tandy's garage introduced themselves to the Council.*

*Local mechanic to the area has been given a 3 year lease for the premises.*

*Extra land has been purchased to use for car sales – application pending. Cars will be parked behind the houses along the Radford Road but will not be in the residents view.*

*The car sales business along the Alcester Road at the Flyford Flavell Garage is part of the business.*

*b) Community First Responder gave details on the Group's work and the reason why funding was required.*

# ROUS LENCH PARISH COUNCIL.

## **Minutes of the Full Parish Council meeting held on Monday 18<sup>th</sup> January 2016 at 7.35pm in Rous Lench Village Hall.**

**Present:** Cllrs. Mr. White, Mr. Dudley, Mr. Browne, Mrs. Davis, Mrs. Wicks and Mr. Hughes.  
**In attendance:** Mrs. N Holland (Clerk), and Dist. Cllr. Mr. Wilkinson.

**63/15** **Apologies:** County Cllr. Mr. Holt.

**64/15** **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.

**65/15** **Dispensations:** Nil received.

**66/15** **Reports received:**  
District Cllr. Mr. Wilkinson:

- District Council presently looking at budget figures.
- Simon Geraghty has been appointed as the new Leader of the County Council.
- Various consultation exercises out for comment i.e. Superfast Broadband, National Planning Policy Framework to which anyone can respond to and is on the Government website and internal consultation on rural affordable housing at Wychavon District Council. If anyone wishes to comment on the rural affordable housing please send the comments to Cllr. Mr. Wilkinson.

Report from Police:  
Incidents reported December 15 to January 16 in Church Lench road traffic incident, criminal damage to letter box and poachers on land in Sheriffs Lench. Quad bike stolen in Gooms Hill.

**Public Question time:** Nil.

**67/15** **Minutes:** resolved to adopt the minutes of the Full Parish Council Meeting held on 23.11.15, duly signed by the Chairman.

**68/15** **Clerk's report:**  
New Homes Bonus funding – currently available for this year £6. Wychavon District Council has approved the New Homes Bonus applications for £1,500 to purchase an insulated heavy duty storage shed at Rous Lench Village Hall and for the funding costs of £350 towards the Evesham Area Community First Responder.  
Worcestershire County Council Budget consultation meeting -briefing for Voluntary and Community Sector groups & Parish & Town Councils will take place at County Hall, Worcester on Thursday, 21 January 2016 at 6.30p.m. Officers welcome the opportunity to talk about the County Council's proposals for 2016/17 and to answer any questions.  
2015 Community Recognition Awards - Closing date for entries Wednesday 10th February 2016. If you know someone or an organisation that you feel deserves recognition for their work during 2015, then why not nominate them in one of our eight categories. An application form can be found at: <http://www.wychavon.gov.uk/events-training-and-workshops>  
Superfast Broadband - Superfast Worcestershire has recently secured additional funding to extend coverage of superfast broadband even further across the county. If residents and businesses in your area are not able to access Superfast Broadband under the current programme then complete a short survey returning it to us by 31 January 2016.  
<https://www.snapsurveys.com/wh/s.asp?k=144959149352>

## ROUS LENCH PARISH COUNCIL.

	<u>Road Closure</u> - C2022 The Green, Rous Lench - part of C2022 The Green, Rous Lench from a point 205 metres north of its junction with C2022 Broad Lane to Rous Lench and from a point 93 metres west of its junction with C2011 Rous Lench Green to Low Road in order to facilitate new underground electrical cables works. Commencing: 18 January 2016.
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<b>69/15</b>	<b>Financial matters.</b>												
69.1	<p><b>Resolved</b> to authorise payments to be made as listed below:</p> <table border="1" style="width: 100%;"> <tr> <td>Clerk's salary and expenses.</td> <td style="text-align: right;">338.94</td> </tr> <tr> <td>Parish Lengthsman.</td> <td style="text-align: right;">412.50</td> </tr> <tr> <td>Purchase of printer cartridge.</td> <td style="text-align: right;">12.97</td> </tr> <tr> <td>New Homes Bonus grant to Village Hall</td> <td style="text-align: right;">1500.00</td> </tr> <tr> <td>Hire of Village Hall 2015</td> <td style="text-align: right;">80.00</td> </tr> <tr> <td>Hereford &amp; Worcester First Responders New Homes Bonus.</td> <td style="text-align: right;">350.00</td> </tr> </table>	Clerk's salary and expenses.	338.94	Parish Lengthsman.	412.50	Purchase of printer cartridge.	12.97	New Homes Bonus grant to Village Hall	1500.00	Hire of Village Hall 2015	80.00	Hereford & Worcester First Responders New Homes Bonus.	350.00
Clerk's salary and expenses.	338.94												
Parish Lengthsman.	412.50												
Purchase of printer cartridge.	12.97												
New Homes Bonus grant to Village Hall	1500.00												
Hire of Village Hall 2015	80.00												
Hereford & Worcester First Responders New Homes Bonus.	350.00												
69.2	<u>External Audit arrangements</u> : information received on new arrangements for audit for smaller authorities from 2017 noted.												
69.3	<p><b>Resolved</b> to approve the budget to form the precept for 2016-17 at £4,200 (LGA 1972 s.150). This should show a decrease of 9.5% on the Parish Council element of the Council Tax bill. It was also agreed to allocate monies in the reserves account as follows:</p> <p><u>Earmarked reserves</u> for replacement of assets: £2,000.  <u>Unearmarked reserves</u>: £4,000.  <u>Contingency</u>: £5,000.  <u>Gratuity Clerk</u>: £1,100.</p>												

<b>70/15</b>	<b>Planning.</b>
70.1	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) W/15/01971/PN – Land and access opposite Weatheroak, Low Road, Church Lench. <b>Application refused.</b></p> <p>b) 15/02964/FUL – Depot Rough Hill, Low Road, Church Lench. <b>Application refused.</b></p> <p>c) W/15/02458/LUE – Orchard view &amp; Jackrose, Radford Road, Rous Lench. <b>Certificate of lawful existing use.</b></p>

<b>71/15</b>	<b>Parish Cllrs. report and items</b> for future agendas: Trees on Village Green; Vehicle Activated Signage.
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<b>72/15</b>	<b>Dates of 2016 meetings:</b> April 4 <sup>th</sup> , May 23 <sup>rd</sup> , July 25 <sup>th</sup> , September 26 <sup>th</sup> and November 28 <sup>th</sup> .
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Meeting closed at 8.20 pm.

**Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – January 2016
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Signed by the Chairman: .....Dated: April 4<sup>th</sup> 2016.

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Planning meeting held on Monday 22<sup>nd</sup> February 2016 at 7.30pm  
in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White (Chair), Mrs. Davis, Mrs. Wicks, Mr. Hughes, Mr. Dudley and Mr. Browne. <b>In attendance:</b> Mrs. N Holland (Clerk) and Dist. Cllr. Mrs. Steel.
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<b>73/15</b>	<b>Apologies:</b> Nil.
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<b>74/15</b>	<b>Declarations of Interest:</b> Cllr. Mrs. Davis declared a Disclosable Pecuniary Interest in minute no: 76.1 as she lives opposite the application site.
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<b>75/15</b>	<p><b>Dispensation requests:</b> Clerk advised Council that as item 76.1 is in regard to a planning issue that a dispensation request to participate on a vote not be given. The reason being that the member concerned has an interest which the ordinary person is likely to think would affect their judgement.</p> <p>The Council <b>resolved</b> to grant a dispensation to Cllr. Mrs. Davis for the meeting only to be able to speak on any item of business concerning the application W/16/00245/CU as this is in the interests of persons living in the area because it enables the Council to be full informed as possible in a wider debate. The Council decided <b>not</b> to grant a dispensation which would allow the member to vote.</p>
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<b>Public Question time:</b> Nil.
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<b>76/15</b>	<b>Planning matters.</b>
76.1	<p>It was agreed to comment on the following application received:</p> <p>a) W/16/00245/CU – The Caravan, Radford Road, Rous Lench.</p> <p><b>Proposal:</b> COU of land for stationing of mobile home for residential purposes for a gypsy family. Variation of condition 3 to extend the time for the removal of the fence from 6 months to 18 months.</p> <p><b>Comments:</b> The Parish Council feels quite strongly that the extension of time for removal of fencing should not be approved and that condition 3 (decision notice W/15/01159) should be enforced for the following reasons:</p> <p>a) The existing fencing is in excess of 1 metre high and lies adjacent to a highway.</p> <p>b) The reason for the extension is disputed as;</p> <p>i) Weather conditions were not wet during the summer, the worst weather being in December/January when conditions do not allow for growth.</p> <p>ii) The hedge has no light to grow due to the positioning of the fencing.</p> <p>iii) The trees in the hedge have recently been ‘topped’.</p> <p>It takes at least 4 to 5 years to establish a hedge.</p>
76.2	<p>Correspondence received from the Planning Authority:</p> <p>Planning Appeal REF:- APP/H1840/W/15/3141095</p> <p>Re: Chafecote, The Green, Rous Lench, Evesham, WR11 4UN</p> <p>Appeal Start Date: 28/01/2016</p> <p><b>Proposal:</b> Demolition of existing single storey ancillary structures to the main house and replacement with a new garden room. Partial demolition of the existing Garage Block and construction of a new sustainable 2 bed dwelling, together with associated landscape and parking. No further written comments to be submitted to The Planning Inspectorate by 03/03/2016.</p>
76.3	<p>Planning Enforcement Training session to be held on Monday 21st March at 7.00pm at Three Parish Hall, Grafton Flyford. Cllrs. Mr. White and Mr. Browne to attend.</p>

**ROUS LENCH PARISH COUNCIL.**

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Meeting closed at 7.45 pm.

Signed by the Chairman: .....Dated: April 4<sup>th</sup> 2016.

**Urgent decision taken following the meeting:**

- a) Payment of £192 to Westcotec for 2 replacement batteries for VAS sign.
- b) External Audit – following further information received from Worcestershire CALC regarding the new external audit arrangements the Council has decide not to opt out of the scheme proposed to take place from 2017.

## ROUS LENCH PARISH COUNCIL.

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<b>Minutes of the Planning meeting held on Tuesday 8th March 2016 at 7.30pm in Rous Lench Village Hall.</b>
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<b>Present:</b>	Cllrs. Mr. Browne (Chair), Mrs. Wicks, Mr. Hughes, and Mr. Dudley. <b>In attendance:</b> Mrs. N Holland (Clerk) and Dist. Cllr. Mrs. Steel.
<b>77/15</b>	<b>Apologies:</b> Cllr. Mrs. Davis (reasons accepted by Council) and Dist. Cllr. Mrs. Steel
<b>78/15</b>	<b>Declarations of Interest:</b> Nil.
<b>79/15</b>	<b>Dispensation requests:</b> Nil.
<b>Public Question time:</b> Nil.	
<b>80/15</b>	<b>Planning matters.</b>
80.1	It was agreed to comment on the following application received: a) W/16/00433/CU – The Garage, Radford Road, Rous Lench. <b>Proposal:</b> Proposed removal of timber lean-to building, refurbishment of existing garage workshop and partial change of use of site to allow car sales and erection of a portacabin office. <b>Comments:</b> Request that the following conditions be considered: a) All cars to be parked within the envelope of the business premises and that no vehicles are parked on the highway. b) If overnight security lighting is required ensure that it has a minimal effect on neighbouring properties and is sympathetic to the rural area where there are no streetlights.
80.2	Correspondence received from the Planning Authority duly noted: a) Adoption of the South Worcestershire Development Plan (SWDP). On 24th February 2016 Wychavon District Council resolved to adopt the South Worcestershire Development Plan. For the purposes of the six week High Court challenge period the Adoption date is 25th February 2016.
80.3	Planning Enforcement Training session to be held on Monday 21st March at 7.00pm at Three Parish Hall, Grafton Flyford. Cllrs. Mr. White and Mr. Browne booking confirmed.

Meeting closed at 7.55 pm.

Signed by the Chairman: .....Dated: 4<sup>th</sup> April 2016.

## ROUS LENCH PARISH COUNCIL.

**Minutes of the Full Parish Council meeting held on Monday 4<sup>th</sup> April 2016 at 8.15 pm  
in Rous Lench Village Hall.**

<b>Present:</b>	Cllrs. Mr. White, Mr. Dudley, Mrs. Davis, Mrs. Wicks and Mr. Hughes. <b>In attendance:</b> Mrs. N Holland (Clerk), and County Cllr. Mr. Holt, Dist. Cllr. Mrs. Steel and 2 parishioners.
<b>81/15</b>	<b>Apologies:</b> David Manning, Wychavon District Council, and Dist. Cllr. Mr. Wilkinson.
<b>82/15</b>	<b>Declarations of Interest:</b> 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.
<b>83/15</b>	<b>Dispensations:</b> Nil received.
<b>84/15</b>	<b>Short presentation from David Manning</b> , Rural Communities Programme Manager, Wychavon District Council on the Rural Communities Programme. Deferred to a future meeting.
<b>85/15</b>	<b>Reports received:</b> <u>Dist. Cllr. Mrs. Steel:</u> requested that Application No: W/16/00245/CU – The Caravan, Radford Road, Rous Lench is decided by the Full Planning Committee at the District Council. Inkberrow is to be a Village of Culture in April 2017, further information will be circulated.
<b>Public Question time:</b> Nil.	
<b>86/15</b>	<b>Minutes: resolved</b> to adopt the minutes of the Full Parish Council Meeting held on 18.01.16 and Planning meetings held on 22.02.16 and 08.03.16, duly signed by the Chairman.
<b>87/15</b>	<b>Clerk's report:</b> <u>Vehicle Activated Signage</u> – new batteries purchased, signage now back in service. <u>External Audit 2015-16</u> – deadline for approval of the Annual Return 30.06.16. <u>Parish Lengthsman</u> - certificate of public liability insurance received up to November 2016. <u>Inspection of assets January 2016</u> - all in satisfactory condition.
<b>88/15</b>	<b>Reports:</b> Planning Enforcement seminar – not attended.
<b>89/15</b>	<b>Financial matters.</b>
89.1	<b>Resolved</b> to authorise payments as listed; accounts approved to 07.03.16. (Appendix 1)
89.2	<b>Resolved</b> to adopt amended Financial Regulations.
<b>90/15</b>	<b>Rous Lench Parish matters for discussion/decision.</b>
90.1	<b>Resolved</b> to renew the following contracts: a) Internal Auditor. b) Lengthsman contract
90.2	<u>Smart Water:</u> discussion took place on whether to participate in “Smart water” property marking scheme. It was agreed to invite PC Carter to the May meeting.
90.3	Queen's 90th birthday: no celebrations planned as far as members are aware.
<b>91/15</b>	<b>Parish Cllrs. report and items</b> for future agendas: Nil.

## ROUS LENCH PARISH COUNCIL.

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<b>92/15</b>	<p><b>Urgent decisions duly noted:</b></p> <p>a) <u>External Auditor</u> following further information received from Worcestershire CALC regarding the new external audit arrangements the Council has decide not to opt out of the scheme proposed to take place from 2017.</p> <p>b) <u>Planning Ref: HRN/16/002</u> - Horsemans Farm, Rous Lench. Hedgerow removal notice. No comment.</p>
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**Meeting closed at 8.45 pm.**

**Signed by the Chairman: .....dated: May 23rd 2016.**

<p><b>Correspondence circulated to members.</b></p> <p>CALC Spring Training Bulletin circulated via email to all members.</p> <p>Weekly CALC updates provided via email to all members.</p> <p>Weekly Worcestershire Roadwork Report via email to all members.</p> <p>Worcestershire County Council's Scrutiny Panels wants the Parishes of Worcestershire, to share your views on what public services you think could be improved – and how. Listening to local residents, community organisations, businesses and partners is an important part of the scrutiny process and Councillors are committed to representing the views of the people they represent.</p> <p>Getting involved in Scrutiny is one of the best ways to influence decision-making at the Council, so if there's an issue you think Scrutiny should look at, we want to hear about it.</p> <p>You can make your suggestions through our online survey: Overview and Scrutiny Work Programme Consultation. This will be open until <b>Monday 11th April</b>, and we look forward to hearing your views.</p> <p>Survey Link: <a href="https://www.snapsurveys.com/wh/s.asp?k=145770030317">https://www.snapsurveys.com/wh/s.asp?k=145770030317</a></p> <p>Clerks &amp; Council Direct - March 2016.</p> <p>County Councillor Anthony Blagg, Cabinet Member with Responsibility for Environment would like to share this information on free trees for communities with Parish &amp; Town Councils.</p> <p>The Woodland Trust are saying thank you to those who made sacrifices in the First World War by planting millions of native trees across the UK, creating beautiful spaces for the next generation.</p> <p>You can get involved by:</p> <p>Creating your own <b>Centenary Wood</b>: each wood over five hectares will receive a commemorative plaque and post.</p> <p><b>Promoting the Woodland Trust's free tree packs for schools</b>: The Woodland Trust has 3 million free trees available to schools, community and youth groups.</p> <p><b>Fundraising</b>: Help plant a tree for every fallen hero in the county in one of the four national flagship Centenary Woods.</p> <p>To find out more about the First World War Centenary Woods Project contact: Byron Campbell on 03743 770 5636 Email: <a href="mailto:governmentrelations@woodlandtrust.org.uk">governmentrelations@woodlandtrust.org.uk</a> OR Access the following links: <a href="http://www.woodlandtrust.org.uk/fww">www.woodlandtrust.org.uk/fww</a></p> <p>For information on more woods landowners for larger areas over .5 hectares and hedgerow packs go to: <a href="http://www.woodlandtrust.org.uk/plant-trees/help-and-support">www.woodlandtrust.org.uk/plant-trees/help-and-support</a></p> <p>For free community or School Packs for small sites go to: <a href="http://www.woodlandtrust.org.uk/plant-trees/in-your-community/">www.woodlandtrust.org.uk/plant-trees/in-your-community/</a></p> <p><b>Circulated to members by email 02.03.16.</b></p> <p><b>Worcestershire Minerals Local Plan</b></p> <p>Worcestershire County Council undertook a "Call for Sites" in 2014, and consulted on a suite of background documents alongside a second "Call for Sites, Resources and Infrastructure" in 2015. We have considered all of the comments we received in response these and have published a <a href="#">Call for Sites Response Document</a> which sets</p>
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## ROUS LENCH PARISH COUNCIL.

out the comments we received and details of how we intend to take them into account as we develop the Minerals Local Plan.

We are currently assessing all the sites which have been put forward by landowners, mineral operators and agents in response to the Second Stage Consultation, the 1st Call for Sites and the 2nd Call for Sites, and developing a full draft of the plan for a third stage consultation later in 2016.

For more information please see our web pages at [www.worcestershire.gov.uk/minerals](http://www.worcestershire.gov.uk/minerals)

**Circulated to members 18.03.16.**

Notification of South Worcestershire Development Plan (SWDP) related Consultations in March / April 2016.

Draft Affordable Housing Supplementary Planning Document (SPD)

Traveller and Travelling Show people Site Allocations Development Plan Document (DPD)- Preferred Options

In order to make progress on the implementation of the policies within the recently adopted SWDP, the three South Worcestershire Councils (Malvern Hills District, Worcester City and Wychavon District) are consulting on two planning documents - the Draft Affordable Housing Supplementary Planning Document (SPD); and the Traveller and Travelling Show people Site Allocations Development Plan Document (DPD) Preferred Options.

Both of the above documents are being formally consulted upon for a six week period from 14 March to 25 April 2016. The Draft Affordable Housing SPD consultation is in line with Regulation 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012, and the Travellers and Travelling Show people consultation relates to Regulation 18.

Copies of the draft documents, any supporting background information and response forms are available to view online via the following websites:

South Worcestershire Development Plan [www.swdevelopmentplan.org](http://www.swdevelopmentplan.org)

Malvern Hills District Council [www.malvern hills.gov.uk](http://www.malvern hills.gov.uk)

Worcester City Council [www.worcester.gov.uk](http://www.worcester.gov.uk)

Wychavon District Council [www.wychavon.gov.uk](http://www.wychavon.gov.uk)

**Circulated by email to members 19.03.16.**

### **Appendix 1 - payments.**

<u>Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
Clerk	Salary & Expenses	275.18	0.00	275.18
HMRC	PAYE	63.40	0.00	63.40
Lengthsman	Work February/March	412.50	0.00	412.50
Lengthsman	Inspection of assets January 16.	11.00	0.00	11.00
Clerk	Internet purchase of Epson cartridges	8.78	0.00	8.78

## ROUS LENCH PARISH COUNCIL.

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<b>Minutes of the Planning meeting held on Tuesday 3<sup>rd</sup> May 2016 at 7.30pm in Rous Lench Village Hall.</b>
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<b>Present:</b>	Cllrs. Mr. Browne (Chair), Mrs. Davis, Mr. Hughes, and Mr. Dudley. <b>In attendance:</b> Mrs. N Holland (Clerk).
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<b>93/15</b>	<b>Apologies:</b> Cllr. Mrs. Wicks (reasons accepted by Council).
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<b>94/15</b>	<b>Declarations of Interest:</b> Nil.
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<b>95/15</b>	<b>Dispensation requests:</b> Nil.
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<b>Public Question time:</b> Nil.
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<b>96/15</b>	<b>Planning matters.</b>
96.1	It was agreed to comment on the following application received: a) W/16/00573/CU – Grove Farm Land, Mill Lane, Rous Lench. <b>Proposal:</b> Change of use of site from agricultural land to privately used equine paddock and erection of stables. <b>Comments:</b> The Council is concerned that the permission provided by Mr. Fernihough, to ensure that the applicant is able to meet the grazing land requirements, is not a formal agreement of any particular term therefore can be removed at any time.
80.2	Correspondence received from the Planning Authority duly noted: a) W/16/00433/CU – The Garage, Radford Road, Rous Lench. <b>Permission granted with 6 conditions/reasons.</b> b) W/15/01136/PN – Chafecote, the Green, Rous Lench. <b>Appeal dismissed.</b>
80.3	Planning Enforcement Training session to be held on Wednesday 11 <sup>th</sup> May at 6.00pm at Wychavon District Council, Civic Centre, Pershore.

**Meeting closed at 8.00 pm.**

**Signed by the Chairman: .....Dated: May 23rd 2016.**