

# Bredon, Bredon's Norton and Westmancote Parish Council

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 11<sup>th</sup> December 2017**.

**Present:** Councillors: Mr Nicholas Bradley, Mr Richard Coghlan, Mr Matt Darby, Mr Phil Handy (Chairman), Mr Mike Johns, Mr Andrew Rhodes, Mr Ian Rowland-Hill, Mr Declan Shiels and Mr Rob Sly and Mr Brod Whiting.

**In Attendance:** Mr Tim Drew (Clerk) and Mr Adrian Hardman (District & County Councillor).

## 1. Apologies for Absence.

Apologies were received and accepted from Cllr Mr Kevin Falvey and Cllr Mrs Diane Kemple.

## 2. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon. There were no declarations of interest.

## 3. Minutes:

The minutes of the meeting held on Monday 13<sup>th</sup> November 2017 were **approved**.

## 4. Finances.

a) Invoices to be paid:

### Village Hall

Jo Lomasney	Balance of Wages – November 2017	£357.47
D Rosser	Bar Work – November 2017	£52.00
CW Hygiene Services	Consumables	£92.72

### Parish Council

Business Supported	Clerk's Wages – November 2017	£284.87
S Gwilliam	Lengthsman – October 2017	£352.00
S Gwilliam	Lengthsman – November 2017	£308.00
Packwood Printers	Neighbourhood Plan Books (x15)	£160.00
Open Spaces	Annual Subscription	£45.00

All payments were **approved**.

b) Financial Report:

This was **agreed** and a meeting of the Finance Support Group has been arranged for 20<sup>th</sup> December 2017.

## 5. Planning.

a) For consideration:

- I. 17/02300/HP - 23 Queensmead, Bredon, GL20 7NF  
*Erection of single storey front porch.*

The parish council has made general comments.

b) Approved:

- I. 17/01802/HP - 2 Hillview Cottages, Watery Lane, Kinsham, GL20 8HU
- II. 17/01941/HP - Little Claydon, Westmancote, Bredon, GL20 7ES
- III. 17/02170/LB - 2 Hillview Cottages, Watery Lane, Kinsham, GL20 8HU

c) Cheltenham, Gloucester & Tewkesbury – Joint Core Strategy (CGT JCS):

I. GCT JCS Final Inspector's Report

Cllrs Bradley, Darby, Handy, Hardman and Rhodes met with Mr Jack Hegarty (Managing Director of Wychavon DC) and Andrew Ford (Senior Planning Officer of Wychavon DC), at Pershore on 4<sup>th</sup> December 2017, to explain Bredon Parish Council's concerns, lobby support and establish Wychavon's position regarding the CGT JCS.

Mr Hegarty stated all district councils were now under pressure from the recent budget statement which increased the target for new build housing from 200,000 to 300,000 dwellings per year. He also confirmed that government's proposed new methodology for objectively assessing housing needs would result in the local plan, the South Wychavon Development Plan (SWDP) having to be revised in the next few years.

The parish council argued that this only strengthened its case that any new housing at Mitton must be delivered by means of a review of the local plan. This is what the Neighbourhood Plan policy NP1 specifically stipulated. The Neighbourhood Plan was the most up to date part of the Development Plan and therefore should carry the greatest weight. While it would be expected that a review of the SWDP would allocate housing at Mitton, there were crucial differences between properly reviewing the local plan and allocating housing in the best locations, and simply passing development under an outline planning application. The SWDP review process could guarantee much better outcomes: it could ensure that important areas and views were protected by SWDP policies; it could ensure that local services were integrated, it could address transport links, and it would ensure that local people were properly consulted on proposals.

Cllr Hardman commented that housing at Mitton might provide significant funds through the Community Infrastructure Levy (CIL). It was observed that this might provide funding towards a new transport link between Mitton and Shannon Way, which was crucial to limiting traffic flows through Bredon Parish.

Bredon Parish Council will need to consult with residents at the appropriate time when a planning application is received. It was **agreed** that Cllr Darby would draft a letter from the parish council to Harriet Baldwin MP, to be approved by the Planning Working Party, pointing out that the JCS Inspector's comments and the proposed development at Mitton Bank conflicted with the adopted Bredon Neighbourhood Plan, emphasising the turnout of voters to approve the plan. A request for the matter to be raised with the Secretary of State, to consider a review of the soundness of the JCS Plan, would be included.

II. Hedgerow Restoration

Cllr Darby still chasing Steve Underhill for estimate, but council will need two other quotations for the use of mechanical tree pruning scissors, due to potential level of expenditure. Clerk to contact Matt Hale, who Cllr Whiting suggested may be interested in the work, when the specification is available. Council will need to consult/inform neighbours when work is given go-ahead.

d) The Stones – Planning Approval 17/01334/HP (response to email of 27/11/17):

The Chairman outlined the history of correspondence since the application was approved by Wychavon DC on 28<sup>th</sup> September 2017. There was no impropriety in the actions of the Planning Working Party in their consideration of this application. It was proposed by Cllr Bradley and seconded by Cllr Whiting that the Parish Council contacts the applicants to advise that the council

will not enter into any further correspondence concerning Planning Approval 17/01334/HP, having already made a full disclosure. If the applicants are dissatisfied they were free to raise the matter with the relevant authority. Cllr Rhodes abstained from the vote which was **agreed** unanimously.

#### **6. Byelaws and Risk Assessments.**

The drafted Byelaws are still being reviewed by Thomson and Bancks Solicitors. The Clerk has drafted new Risk Assessments, including a Village Hall Risk Assessment which is with Jo Lomasney for review/comments.

The Council's Auditor, Duncan Edwards, has now reported on the Council's documentation, processes and procedures which will be considered by the Finance Support Group. The Clerk is also reviewing the Standing Orders and Financial Regulations, which need updating.

#### **7. Update from Staffing Group.**

Cllr Shiels has conducted a 6-month appraisal meeting with the Clerk, which was satisfactory to both parties.

Item 21 d) was brought forward:

#### **21 d) County and District Councillor**

- Currently unsure of Council Tax rises by amount or percentage, but County likely to be 4.9% which is needed to meet the Social Care requirement;
- Under government direction, there was a successful prosecution against Mrs Patel of Southall for dumping, i.e. fly tipping) black bags of waste at Bredon's Norton;
- The gritting of roads has now changed from using rock-salt to a sticky saline brine solution;
- There are comparatively few planning applications with Wychavon DC at present;
- Eckington Road footpath is still scheduled for a January 2018 start, but weather dependant.

#### **8. Village Hall Boiler Maintenance and Velux Windows**

In his absence, Cllr Falvey had provided the following updates:

- Boiler Maintenance - still seeking a suitable contract;
- Velux Windows - seeking a tradesman to review the problem;
- Cooker Service - still seeking a tradesman;
- Outside Light - Harvey Booth has now fitted a new PIR and Light;
- Gate Post damage – have requested details of the driver from the Luncheon Club.

#### **9. Village Hall Working Group / Doors / Painting & Decorating**

Cllr Shiels provided a quotation for replacement external doors from Clearway who provided the most competitive at the previous review. Cllr Rhodes will arrange for an additional quotation to benchmark.

The Clerk confirmed that Carl Booth is not available to undertake the exterior decoration of the Village Hall until early February at the earliest, but the Spring of 2018 would be optimum time for the work (subject to any Wedding Bookings).

#### **10. NHB 2017-18 – Proposal for new Sub-Group**

Cllr Rowland-Hill submitted a proposal for a new sub-group to write a business plan for the council to be proactive. Cllrs Bradley and Johns agreed to join the sub-group if the group is taken forward and it was agreed that Cllr Rowland-Hill should investigate the similar activities of other Parish Councils and an approach to a business plan (i.e. members, consultants, etc.). Update at the January meeting.

#### **11. Sale & Purchase of Telephone Kiosks at Queensmead & Westmancote & use of Kinsham Kiosk.**

Clerk advised that BT have received the signed contract and payment and the removal of telephony has been arranged – BT to confirm when completed. Ideas for the future use of kiosks to be discussed at the February meeting.

#### **12. Glebe Field and maintenance.**

Rev Matthew Baynes has advised that the PCC do not wish to take responsibility for the Glebe Field. Clerk has now found transfer and ownership documents, which have been forwarded to Thomson and Bancks Solicitors to review the parish council 'trustee' position. Steve Deakin has now kindly mowed the field.

#### **13. Defibrillator.**

Cllr Falvey has met with Dips from the Draper's Spar who has agreed to use the Community Heartbeat Trust (CHT). Current funding is by a £700 donation and proceeds from Gig2Give. The Parish Council is to consider making a donation at the January meeting, when there is clarity on the final level of funding required.

#### **14. Grasscutting Contract.**

Cllr Sly will re-issue the tender documents as a result of comments received and will include the Playing Fields map. Tender to be advertised on social media and in Evesham Journal. Completed Tenders to be received in a double sealed envelope and opened by the clerk in the presence of three councillors.

#### **15. Bredon Community Play & Recreation (BCPR).**

- a) Play area bark;

This will be decided at the January meeting as a test case.

- b) Bredon's Big Day Out date (23rd June 2017);

This was **agreed**. Cllr Sly to draft a response to be forwarded by Clerk.

- c) Banner advertising duration;

This was discussed and Cllr Sly will draft a response to be forwarded by Clerk.

- c) Completion of April Business Plan Proposals.

This was discussed and Cllr Sly will draft a response to be forwarded by Clerk.

#### **16. Dog Bins for Eckington Road & Westmancote.**

The maps, with approximate costs of purchase and collection for 4 bins were discussed. Cllr Bradley will review the differences in collections and costs of Dog Bins and Litter Bins and present at the January meeting.

#### **17. Wooden Bus Shelter (opposite Glebe Field).**

Cllr Bradley will meet with Worcestershire County Council in January to progress. Costs to follow.

#### **18. DPI/ODI & Planning Management Group Terms of Reference.**

A CALC Guidance document 'Meetings –Do I Have an Interest?' was circulated for councillor's perusal. Cllr Darby is drafting revised Terms of Reference for the Planning Working Party, in order to provide greater clarity and transparency.

**19. Tree Warden / Footpaths Officer Vacancies.**

These will be advertised by the Clerk in the CALC Updates and on the Parish Noticeboards.

**20. Correspondence for information.**

All correspondence was distributed on the Clerk's Report.

**21. Progress Reports for information.**

a) Clerk.

The Annual Precept will be on the January meeting agenda.

Bredon Village Hall has received a £500 Legacy payment from the estate of the late Elizabeth (Betty) Chandler.

b) Bredon Village Hall.

See Item 8 above.

c) Bredon's Norton Village Hall.

No report.

d) County & District Councillor.

See Item 21 d) above.

e) Bredon Community Play & Recreation (BCPR)

See Item 15 above.

f) Bredon Hill Conservation Group (BHCG)

No report.

g) Website and Parish Magazine

Next Parish Magazine is in January 2018.

**22. Councillors Reports and Items for Future Agenda.**

No reports or agenda items.

**23. Date of Next Meeting.**

Monday 8th January 2018.

Meeting closed at 9.30pm.

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