

**Minutes of a Meeting of Ripple Parish Council  
held at Ripple Parish Hall on 12<sup>th</sup> February 2018 at 7.00pm**

**MINUTES**

Present: Cllrs Aldridge, Blake, Jones, Weyman, Wilson & Sutton  
In Attendance: Cllr Owenson and 2 members of the public  
Mrs Portch - Clerk

1. Apologies – Apologies received from Cllr Middleborough, reason approved.  
Declarations of Interest:
  - a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.  
None
  - b. To declare any Other Disclosable Interests in items on the agenda and their nature.  
None
2. Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items.  
Minutes - The minutes of the meeting held on 8<sup>th</sup> January 2018 were presented to the meeting and approved subject to the amendment of the address of the new development to.
3. The penultimate sentence should read “Cllr Owenson advised the policy of MHDC was to write to direct neighbours and those “within” 60m.  
Proposed by Cllr Aldridge Seconded by Cllr Sutton  
To receive report from District Councillor.
4. Cllr Owenson reported that following a review MHDC would be bringing the telephone reception service back in-house. No response has been received from the respective MHDC departments with regard to the Taylor Wimpey planning issues and possible deed of variation in respect of the Section 106 funds.  
To receive report from County Councillor.
5. Report provided in advance of meeting and circulated.
6. Progress reports from:
  - a. Clerk  
General administration of correspondence, emails and post. Administration of Lengthsman Scheme. Minutes of last meeting. Communication with landowner regarding the replacement of memorial trees outside the village hall. Uploading of documents to WCC website on-going as part of migration from existing website for compliance. Discussions regarding Section 106 funds and potential projects. Research into potential development of the recreation ground site into a public amenity area. Attend meeting with play equipment contractor for site survey. Research into draft Grant and Donation policy. Attend Cemex Liaison meeting. Investigation into appropriate leisure equipment suitable for the recreation ground. Research into projects for P3 funding application. Transparency Code funding application submission. Communication with MHDC and Fortis Housing regarding grass cutting, discussion with contractor regarding renewal of contract for 2018 season. Preparation of tender document. Renewal of Lengthsman contract for 2018. Review of asset register. Discussions with insurers regarding addition of new noticeboards to policy and cover for telephone kiosk reviewed. Land Registry search regarding Recreation ground, title not registered, liaison with solicitor regarding clarification and on-going actions.

Cllr Owenson

Cllr  
Middleborough

Clerk

- b. Management Group  
 Management Group met to review on-going issues and set agenda for this meeting. Review of minutes of last meeting. Discussion regarding feasibility of potential projects for Section 106 funding within parish. Review of the various proposed planned road works affecting Upton. Meeting with Lengthsman, Footpaths Officer and Mrs Rand to discuss projects to be undertaken. Chairman and Clerk attended Cemex Liaison Group meeting at Ripple Parish Hall. Chairman attended Upton Town Partnership.

Chairman

- c. Finance Group & Approval of Invoices  
 Cheques from last meeting distributed. Ledger updated.  
 18<sup>th</sup> Jan 2018 cheque number 1203 raised in favour of GREENBARNES by the Chairman in the sum of £14,131.25, payment as agreed with contractor on completion of installation of five noticeboards. Councillors contacted by email prior to issue, unanimous approval received from RPC Councillors. Signed by Cllrs Blake and Jones.

Chairman

Chq No	Amount	Payee	Description
1204	£291.00	M Tomkins	Lengthsman invoices x 2
1205	£1,231.20	Smartcut Ltd	Grasscutting Invoices x 2
1206	£71.52	Zurich	New Noticeboard Insurance

- d. Urgent Decisions Group  
 Proposed by Cllr Jones Seconded by Cllr Aldridge  
 Purchase of nails for Footpaths Officer.

Clerk

- e. Planning Group (schedule circulated)

Councillors are requested to review applications/documents online please. Please note that with immediate effect submission will be circulated by Cllr Jones for comment. Written responses to each application are requested for each application from every Councillor.


Ripple Parish Council – Planning Applications as at 6 February 2018

Application Number	Location	Proposal	Status
Earls Croome 18/00087/FUL	Grove House Yard Tewkesbury Road Upton Upon Severn	Proposed Extension of Existing Commercial Yard to Provide Car Parking and Access Road with Landscaping	Pending decision
18/00120/CAN	Bank Farm Uckinghall Tewkesbury GL20 6EP	Undertake works to several trees, including a number of removals, as detailed on application form and in accompanying information	Pending decision
18/00113/HED	Hedgerow At (Os 8561 4095) East Waterside Upton Upon Severn	Removal of 0.7 km of hedgerow	Pending decision
17/01858/HP	29 The Woodlands Ryall Upton Upon Severn Worcester WR8 0PQ	Erection of a single storey brick and glass extension off the conservatory	Pending decision
18/00050/HP	The Old Rectory The Cross Ripple, Tewkesbury GL20 6HA	Replace external cellar steps with new and construct rear lobby/porch.	Pending decision
18/00051/LB	The Old Rectory The Cross Ripple, Tewkesbury GL20 6HA	Replace external cellar steps with new and construct rear lobby/porch.	Pending decision
18/00031/HP	Byewater Rectory Lane Ripple Tewkesbury GL20 6HQ	Garage conversion with new roof and lantern, porch extension, changes to fenestration including a bay window to front elevation, and removal of chimney	Pending decision
18/00020/HP	The Orchards Naunton Upton Upon Severn Worcester WR8 0PZ	Single storey side extension and conversion of existing garage into an annex.	Pending decision
17/01987/FUL	Padsvie Bow Lane Ripple, Gloucestershire GL20 6EW	Temporary stationing for a period of three years of mobile home.	Response Submitted
17/01725/HP	Green Street Farm Strensham Road	Retrospective application to build a	Response

Clerk to Ripple Parish Council - Victoria Portch – 07498 076125

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Naunton Upton Upon Severn, Worcester WR8 0QA	single storey oak framed annexe building with conservatory in the garden.	Submitted
17/00372/OUT Land North East of Upton Marina, East Waterside, Upton Upon Severn, Worcester, WR8 0PB	Outline planning application for the erection of up to 70 residential units with all matters reserved except for means of access.	Pending decision

The Planning Applications for Bank Farm, Byewater, 29 The Woodlands and The Old Rectory were discussed and it was unanimously agreed that RPC should respond with a "No Objection – recommend Approval" response to MHDC. Cllr Jones to draft responses on behalf of RPC for submission.

- f. Staffing and Training Group  
Distribution of communications.

Communications Update –Face Book/Speed Watch /Website.

7. Cllr Aldridge reported that the Face Book presence now had 63 followers and was continuing to be well received. Cllr Wilson a meeting of volunteers on 12<sup>th</sup> February, it is hoped that 46 letters will be issued to speeding motorists as a result of information supplied, it was hoped that the scheme would extend its monitoring sessions to include earlier morning and later afternoon periods when the clocks go forward and the weather improves. A further training session will be held at a date to be confirmed, four additional volunteers have come forward.

Cllrs  
Aldridge/Wilson/  
Clerk

Clerk reported that the WCC website was currently being populated with data. Cllr Jones requested Councillors carefully consider what personal information they were happy to be included. It was suggested that each councillor be provided with an email address linked to RPC, eg. Councillor \*\*\*@rippleparishcouncil. \*\*, Clerk to investigate the acquisition of the "rippleparishcouncil" domain and provision of email accounts.

Footpaths Update.

8. Chairman, Cllr Jones, Clerk, Mrs Rand, Mr Tomkins and Mr Goddard had met and reviewed the ongoing matters. Mr Goddard to provide a regular footpaths report for the Parish Council meetings.

Chairman/Mr  
Goddard

Grants and Donations Policy Adoption.

9. The draft policy in respect of Grants and Donations previously circulated was reviewed and unanimously agreed to be adopted by Ripple Parish Council.

Chairman/Cllr  
Aldridge

Proposed by Cllr Sutton Seconded by Cllr Wilson

Section 106 Funding Update & Recreation Ground Landscaping.

10. Chairman, Cllrs Jones, Aldridge, Sutton, Wilson and the Clerk met a playground equipment company surveyor at The Recreation Ground to discuss the most appropriate way to provide community benefit from the site. A site survey was carried out and proposals will be submitted for RPC consideration in due course.

Chairman/Cllr  
Jones

Tree Works Quotations.

11. Following inspection and discussion with Cllrs Blake and Jones, two tree surgeons had provided quotes for the remedial works to the damaged tree on the Recreation ground and other minor works within the parish. It was agreed that the works be awarded to Bolton Tree Surgeons. Clerk to supply information and application to the tree surgeon in respect of tree with TPO for submission to MHDC.

Chairman/Cllr  
Jones

Proposed by Cllr Sutton Seconded by Cllr Weyman

Upton Upon Severn Traffic Issues.

12. The raising of the A4104 outside the Marina has commenced and the daytime traffic lights in operation have been extended to 24/7. The gas main replacement works through the centre of Upton town are a major cause of disruption, the contractor has installed traffic lights and will be providing regular updates for residents.

Chairman

Resident Input – TurnBac (Bus Services) & A4104/A38 Junction.

13. Publicity for the campaign to be made via the noticeboards, website, Face Book and word of mouth. Cllr Owenson has visited door to door in Naunton to gain signatures to the petition. Twynning Parish are also participating and obtaining signatures in favour of the reinstatement of the bus services.

Chairman/Cllrs  
Owenson &  
Middleborough

14. Litter Issues. (Keep Britain Tidy Nationwide Campaign)

Chairman

Cllr Blake raised his concerns regarding the amount of litter and fly tipping within the parish,

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especially on the Strensham Road. NFU had been contacted and confirm their members are frustrated by the problem. It was suggested in conjunction with the Keep Britain Tidy campaign residents are encouraged to take pride and responsibility for their community. Chairman requested Cllr Owenson arrange for the matter to be discussed with the portfolio holder.

Parish and Town Council Forum, Parish takeover on Monday 9 April, 5.30 - 8pm.

15. It was proposed that the Parish Council meeting scheduled to take place on Monday, 9<sup>th</sup> April be changed to Tuesday, 10<sup>th</sup> April in order to accommodate the Parish and Town Council Forum. This was unanimously agreed. Chairman requested that Litter and Fly Tipping and the Hanley Road Car Park be added to the agenda as items for open discussion. Councillors wishing to attend the Forum to confirm to the clerk. Councillor comments and items for next agenda.

Chairman

The circular received regarding consultation on proposed boundary changes was put to the meeting. Various opinions were expressed, it was suggested that the opinion of residents should be canvassed.

16. Cllr Weyman reported that at the end of January the committee of Upton Villages Together has a meeting. Cllr Sutton has volunteered as treasurer, a post currently undertaken by Mr C Mair, who was also the secretary. It was agreed that the Chairman would write to express concern that only one meeting had taken place within the last twelve months.

All

Cllr Aldridge conveyed his apologies for absence for the March and April meetings.

Cllr Wilson suggested that consideration be given to more activities to engage with residents, the possibility of using the services offered by the MHDC "Well Being Officer".


The Chairman reported that the "Welcome" leaflet had been adopted by MHDC as a template for other parishes. A formal vote of thanks to be offered to Marian Baum for her work in creating the document.

Meeting concluded at 8.40pm

**Date of next meeting – Monday, 12<sup>th</sup> March, 2018 at 7.00pm**

Public Question Time:-

An enquiry was made as to who would be responsible for the ongoing maintenance and monitoring of the new noticeboards. The Chairman explained that the Councillors had responsibility for the noticeboards closest to their homes.

Signed .....  .....

Nicholas Blake - Chairman to Ripple Parish Council

Date ..... 12<sup>th</sup> March 2018 .....