

# BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 12<sup>th</sup> August 2019**.

**Present:** Councillors: Mr Nick Bradley (Chairman), Mr Richard Coghlan, Mr Kevin Falvey, Mr Phil Handy, Mrs Jo Lawlor (co-opted at Item 4), Mr Neil Leyden, Mr Andrew Rhodes, Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

**In Attendance:** Mr Tim Drew (Clerk).

## 1. Apologies for Absence.

Apologies were received and accepted from Cllr Matt Darby (on holiday).

## 2. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon. Cllr Rhodes declared an ODI for Item 8 a) iv (near neighbour).

## 3. Adoption of the Minutes for of the Meetings held on Monday 8<sup>th</sup> July 2019.

These minutes were **approved**.

## 4. Co-option of 11<sup>th</sup> Parish Council Member.

After advertising for additional councillors following the recent uncontested election in May, the Clerk received an application for co-option from Mrs Jo Lawlor. It was **agreed** unanimously by Councillors to support the application and Cllr Lawlor duly signed the Declaration of Acceptance of Office.

## 5. To appoint Members and agree Terms of Office:

- a) *Staffing Group*
- b) *Planning Working Party (PWP)*
- c) *Finance Support Group*

As a full council of twelve members had not yet been formed by co-option, Cllr Bradley proposed and it was **agreed** to maintain the status quo of the appointed representatives from the previous parish council and to rationalise these bodies into seven enlarged working groups. They would be merged with the various roles and representative functions in Item 6 below. The proposed seven working groups will be circulated to councillors before the September meeting for consideration.

## 6. To make appointment to various roles and representative functions.

As for Item 5 above, it was **agreed** to maintain the status quo of the appointed representatives from the previous parish council and to rationalise these roles and functions into seven overall enlarged working groups.

## 7. Finances.

- a) Invoices to be paid:

### Village Hall:

RPK Maintenance	Repair Handrail & replace uplighters	£347.88
Jo Lomasney	Balance of Wages – July 2019	£250.46
PPL/PRS	VH Music Licence Royalties	£665.28
Wychavon DC	VH Annual Premises Licence	£180.00

#### Parish Council:

Wychavon DC	Recharge for uncontested election in May	£150.00
David Gray	Lengthsman – July 2019	£509.33
Pippins Accountancy	Bookkeeping, Audit Queries & Q1 VAT Return	£245.00
Business Supported	Balance of Clerk's Wages – July 2019	£195.11
Thomas Spry	Replace 9 x posts at Glebe Field Boundary	£145.00
Greenworks	Grasscutting – July 2019	£1476.00

The above payments were **agreed**.

#### b) Financial Report:

The July 2019 bank statements and cash book were **approved**.

Cllr Rhodes expressed concern that the Village Hall account balance was considerably lower than in previous year. This was due to several factors including lower footfall, fewer ad hoc bookings, reduced bar takings (particularly parties and weddings) and increased expenditure in the last year. Cllr Leyden will carry out an analysis of booking trends and review the proposed 'Hallmaster' booking software.

Cllr Rhodes proposed, and it was **agreed** that pending invoices for the Office/Meeting Room Suite could be paid up to the value of the New Homes Bonus monies allocated to the project by Wychavon and any payments ratified at the following parish council meeting.

### **8. Planning.**

#### a) For Approval:

- i. 19/01488/LB Manor Barn, Manor Lane, Bredon's Norton, GL20 7EZ  
*Remedial works to internal damp on ground floor. Replacement of windows and doors. General repointing to exterior of dwelling. Remedial works to damaged areas of drystone walling around garden.*

**No objection.**

- ii. 19/01426/HP 21 Blenheim Drive, Bredon, GL20 7NQ  
*Proposed 2 storey rear extension.*

**No objection, subject to compliance with Bredon Parish Neighbourhood Plan policy NP4/4 & South Worcestershire Design Guide SPD.**

- iii. 19/01581/HP 39 Hill Close, Westmancote, Bredon, GL20 7EW  
*Wheelchair access to property – ramp.*

**No objection.**

- iv. 19/01373/FUL The Pound, Westmancote, Bredon, GL20 7ES  
*Erection of two-storey, four-bedroom dwelling.*

**Objection – the design is out of keeping with the key aspect of the Westmancote Conservation Area (the Pound crossroads) and the special qualities of the AONB. The orientation is not in keeping with all the other old properties thereabouts, which are all either parallel or perpendicular to roads and tracks. Westmancote, is considered an unsustainable location for new development and the overall benefit of the scheme do not outweigh the impact on the Conservation Area and AONB. There are also concerns regarding the new vehicle access.**

Councillors were also made aware of correspondence received from two parishioners relating to this application which had also been forwarded to Wychavon Planning.

- v. *Amendment:*

19/00947/FUL The Home Farm, Manor Lane, Bredon's Norton, Tewkesbury, GL20 7EZ

*Change of use of first floor farm shop storage space associated with Meadows Farm Shop to residential unit.*

**No objection.**

The parish council's comments for all the above were **agreed**.

b) Approved:

- i. 19/01167/HP 6 Pippins Road, Bredon, GL20 7NJ
- ii. 19/00997/HP 20 Queensmead, Bredon, GL20 7NG

c) Other General Planning Matters.

Barry Connally had written to the parish council advising that his clients, Stanway Screens, were considering using their current site for employment creating residential use; i.e. retirement and/or care facility. A Planning Pre-Application has been sent to Wychavon.

Highways England have put another 6-month holding objection on the Mitton Bank development. Their recommendation is that Wychavon shall not grant planning permission for the development proposals to provide the applicant with enough time to address outstanding concerns regarding development traffic impact on the Strategic Road Network.

Cllr Bradley gave details of a meeting he attended between the Highways Departments of both Gloucestershire and Worcestershire County Councils. This was to review cross boarder issues and 16 representatives were present. Future development should be infrastructure (road) not housing led. The Gloucester, Cheltenham & Tewkesbury Joint Core Strategy is now under review.

**9. Section 106 – Boundary Enhancement Project.**

Still awaiting revised car park surfacing (2-meter reinstatement) quotations for the two playing field car parks.

**10. Wychavon Community Legacy Grants.**

Cllr Bradley proposed the submission of an Initial application recommending a long-term scheme to link the five parish villages by either footways, cycle paths or bridleways. This would include new styles, land purchase, improvements to existing provision and signage, etc. It was **agreed** that an application be forwarded to Wychavon by the 23<sup>rd</sup> August 2019 deadline.

**11. Informal Strategy Meeting.**

It was **agreed** to hold this meeting on Friday 18<sup>th</sup> October 2019 at a venue and time to be decided.

**12. Correspondence for Information.**

The Clerk provided the following update:

- Charlotte Betteridge has decided to postpone her application for co-option and will contact the parish council when her personal circumstances change.
- The Probus Club acknowledged and thanked the parish council for the response to the parking issue and for referring to the Transport & Highways Group.
- Wychavon's Communities and Funding Advisory Panel will consider the Royal Oak Inn nomination as an Asset of Community Value at a meeting on 9<sup>th</sup> September 2019.
- Councillors were requested to complete and return Worcestershire CALC's 'Councillors Survey'.
- After discussion, a request to site a Textile Bank within the parish was declined. Clerk to respond to the enquirer's email.

**13. Progress Reports and Updates**

a) Clerk:

- A notice of consultation for the Worcestershire Minerals Local Plan was circulated to councillors.
- b) County & District Councillor:
- No report.
- c) Public Open Space Provision.
- Mr Robert Drew (representing the owners of four parcels (1.96 acres) within Bensham Allotments) confirmed a willingness to meet informally with the parish council. It was **agreed** this should be arranged and the Clerk should notify all other contactable owners of adjacent allotment parcels as a courtesy.
- d) Signage at entrance to Station Drive.
- The correspondence received from BT's Facilities Services Manager was circulated to Councillors.
- e) Bredon Community Play and Recreation:
- No update.
- f) Assets of Community Value.
- Outcome of Royal Oak application expected at the end of September 2019.
- g) Transport and Highways Group.
- No update.
- h) Natural Networks.
- Application now submitted.
- i) Bredon Art.
- £500 grant application submitted with outcome expected in September. U3A have asked been whether they would kindly contribute towards frames and printing.
- j) Reeds Almshouses.
- No report, meetings are bi-annual.
- k) Defibrillators.
- Cross Keys power in place and installation pending. Kiosk painting to commence in during August subject to weather. Will be holding five training courses; details will be published in September parish magazine.
- l) Village Hall Improvements.
- Building work for the Office/Meeting Suite should be complete by end of August. Furniture ordered and delivery expected early to mid-September.
  - Parent and Toddler weekly booking in Old Hall on Wednesday mornings to be reviewed.
- m) SmartWater.
- Bredon's Hardwick and St Giles distribution under way and further promotion may be needed. The Lengthman to start installing signage around the parish.
- n) Police Liaison.
- No report from Police for July 2019
  - An engine was stolen from the Marina in Dock Lane.
  - 'On the Beat' publication from the Police and Crime Commissioner (PCC) has been circulated to councillors.
- o) Website and Parish Magazine.
- Content for September to be Mitton Bank Update, New Councillor - Jo Lawlor, Police - Keyless Entry Vehicles and Defibrillator Courses.

#### **14. Councillor's Reports and Items for Future Agenda.**

CLlr Leyden raised Electric Car charging points in the Main Car Park and the odours from Bredon Village Fish and Chip Shop.

Cllr Sly confirmed that the grass cutting issue in Westmancote had now been resolved with the contractor and that a new sign was required for Rectory Lane in Bredon's Hardwick.

Cllr Lawlor asked that a new Bus Shelter at Queensmead be an Agenda item for September.

Cllr Rhodes requested that the wooden bus shelter in Bredon's Hardwick was being overgrown and needs tidying. Clerk to contact Thomas Spry.

Cllr Bradley had received a complaint relating to the Dock Lane Footpath and the trees at the Dock, which is under investigation.

**15. Date of Next Meetings.**

Monday 9<sup>th</sup> September 2019.

Meeting closed at 09:30pm.