

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Annual Parish Council Meeting held at Bredon Village Hall on **Monday 17th May 2021 at 7:15pm.**

Present: Councillors: Mr Nick Bradley (Chairman), Mr N Bell, Mr Richard Coghlan, Mr Matt Darby, Mr Kevin Falvey, Mr Neil Leyden, Mr Ed Pyke, Mr Andrew Rhodes, Mr Rob Sly and Mr Brod Whiting.

In Attendance: Mr Tim Drew (Clerk), Mr Andrew Vincent and Mr Paul Jackson.

1. Election of Chairman.

Cllr Whiting proposed, Cllr Sly seconded, and it was **agreed** to elect Cllr Nick Bradley as Chairman. (Cllr Bradley duly signed the Declaration of Acceptance of Office and Undertaking to observe the Code of Conduct).

2. Apologies for Absence.

Cllrs Mr P Handy, Mr A Hardman and Mr D Shiels.

3. Declaration of Interests.

Cllr Darby declared a ODI for Item 12 f) if Overbury Estates was discussed, as sharing farming business interests with them.

Cllr Whiting declared a non-prejudicial ODI for Item 12 e) as a friend of a Tewkesbury Borough Council (TBC) Council Solicitor (Sara Freckleton), if TBC was discussed.

4. To Elect a Vice-Chairman.

As no Councillor wished to put their name forward, it was **agreed** not to appoint Vice-Chairman for the time being. The Clerk advised that if the Chairman were absent at a future meeting, an election of a Chairman for that specific meeting would be necessary.

5. To consider response to Westmancote Road Safety.

Cllr Rhodes thanked Mr Andrew Vincent and Mr Paul Jackson, Westmancote Residents, for addressing the parish council and outlining the concerns and safety issues caused by the excessive down-hill speeds of cyclists and other traffic using the road from the hill. Cllr Hardman has attended a site meeting to discuss speeding and signage. It was **agreed** to commit to expenditure of up to £500 for any signage approved by Worcestershire Highways. Cllr Falvey and Cllr Rhodes will also engage with residents to find a location to site a defibrillator in Westmancote.

6. To approve expenditure to repair & refurbish Kinsham Bus Shelter.

Cllr Pyke reported that the Kinsham Bus Shelter was in a poor state and lacking in repair and maintenance. It was **agreed** that a sum of up to £750 be allocated to carry out a repair and maintenance of the asset and improvement of the shelter for the community. A sale of the Bus Shelter is not considered appropriate at this time.

7. To appoint Members to the various working groups and representative functions:

Prior to the meeting, Councillors were circulated with a voting form and asked to submit their choice as to which Working Groups they wished to be a member of, in an order of preference. Based on the forms received the membership would be as follows:

- a) Planning Working Group – NB, RC, PH, EP.

- b) Executive & Finance Working Group – RB, NB, KF, PH, AR, BW.
- c) Transport & Organisations Working Group – KF, EP, DS, RS.
- d) Assets Working Group – RC, KF, NL, EP, DS.
- e) Technology & Media Working Group – RB, KF, NL, EP, DS.

Cllr Darby felt that more than four was too many for Planning. After discussion, Cllrs Darby and Rhodes withdrew their preferences and Cllr Pyke agreed to join the Planning Working Group. It was acknowledged that additional membership may be required for both the Planning and Transport & Organisations Working Groups.

8. To approve existing Direct Debit & Standing Order Payments.

This item is deferred to the June meeting.

9. To approve reviewed parish council documents:

- a) Standing Orders.
- b) Financial Regulations.
- c) Code of Conduct.
- d) Risk Assessments.

This item is deferred to the June meeting.

10. To consider the Adoption of the Minutes of the Meetings held on Monday 12th April 2021 and Wednesday 21st April 2021.

It was noted that the unamended version of the minutes had been circulated to Councillors on MS365. The amended minutes were **approved**.

11. Finances:

- i. Invoices to be paid:

Village Hall:

Jo Lomasney	Balance of Wages – April 2021	£126.38
Hallmaster Software	VH Booking & Invoicing System	£224.40

Parish Council:

Timothy Drew	Balance of Wages – April 2021	£189.91
William Rose Drain Servs *	Playing Field Toilet Blockage	£108.00
Booth Electrics	Supply & Fit Solar PIR Lights to VH Rear	£371.60
Worcestershire CALC	Annual Fee for Services	£1159.56
Galleon Supplies *	VH * Public Toilet Consumables	£112.20
David Gray	Lengthsman Services – April 2021	£406.25
Greenworks	Grass cutting (x20) chair repairs & groundworks	£3275.62
Pippins Accountancy	Q4 2020-21 Vat Return & Sage Review	£140.00
Wychavon DC	Lower Lane Kinsham Dog Bin – Clean & Empty	£91.73
Wychavon DC	Annual Charge – Clean & Empty 4 x Dog Bins	£366.91

* Paid & to be ratified.

The above payments were **agreed**.

- ii. To approve the Financial Report.

The April 2021 bank statements and cash book were **approved**.

12. Planning:

- a) To be Ratified:

- i. 21/00383/HP Southcroft, Manor Lane, Bredon's Norton, GL20 7EZ

Demolition of existing shed and erection of proposed shed.

No objection provided the Conservation Officer is satisfied that the proposal will do no harm to the Conservation Area or the neighbouring listed buildings.

b) For Approval:

i. 21/00665/HP 2 Brasenose Road, Bredon, GL20 7EJ

Alterations to porch and erection of two-storey side extension.

No Objection, subject to officers being satisfied the proposal complies with the South Worcestershire Design Guide SPD & Bredon Neighbourhood plan regarding flat roofs.

ii. 21/00855/HP Mulberry Cottage, Back Lane, Bredon, GL20 7LH

Loft conversion (Variation of condition 2 Ref 18/01080/HP).

No objection.

iii. 21/00675/FUL Building At (OS 9331 3544), Corner Cottage, Lower Lane, Kinsham

Conversion of garage/workshop into residential dwelling.

Objection, the application site is located outside the Kinsham development boundary. The proposal is, therefore, contrary to Bredon Parish Neighbourhood Plan policy NP1. This requires that all development proposals located outside the defined Development Boundary of any settlement will be strictly controlled and will be limited to proposals which are demonstrably suited to an open countryside location. The neighbourhood plan is the most up-to-date part of the development plan.

Kinsham is defined as a Category 4B settlement in the SWDP Hierarchy of Settlements. This is the least sustainable settlement type with only a limited role in providing additional future development. It is not therefore considered to be a sustainable location for a new dwelling.

The parish council's comments above were **agreed**.

c) Refused:

i. 20/02640/FUL Land Off Kemerton Road, Kemerton

d) Freedom of Information (FOI) Requests (SWDP).

The Freedom of Information (FOI) requests from relevant Tewkesbury Borough Councillors and Planning Officers, will be re-submitted. This follows notification that the requests are too general and would exceed the cost limit of complying with the request, under section 12 Freedom of Information Act 2000.

e) GWPCA Update.

Cllr Whiting left the meeting for this item. Cllr Bradley advised that Tewkesbury Borough Council's (TBC) Planning Committee published on the Council's website on 22nd April, so any application for a Judicial Review needs to be made within 6 weeks. Simon Kelly of Richard Buxton Solicitors has confirmed that costs would be significantly less than anticipated (i.e., not upwards of 6 figures). Solicitors and Counsels costs and court fees are expected to fall within a budget of £30-£40k plus VAT. With a Judicial Review being lodged by a Parish Council, there is a reciprocal cost cap arrangement. This means that the maximum costs which could be recovered by TBC, if they were successful, would be around £10k. If the Parish Council were successful, the costs which could be recovered from TBC would be up to £35k.

A Legal Counsel opinion is required, and cost is likely to be £2k for the opening and £1k for preparation. A Pre-Action Protocol letter to TBC, advising the Judicial review issues, would be around £2k to £2.5k and the opinion and letter should run in parallel.

TBC would need to respond within 2 weeks of receipt of Judicial Review and there would be 6-8 weeks before the decision to progress was made followed by up to 6 months for a court date. The lead parish council for the GWPCA's Judicial review, the anticipated success ratio, the impact on the Garden Town and an Injunction to prevent/stop initial works on the Ashchurch Bridge over Rail (ABoR) were all discussed.

It was **agreed** to fund Richard Buxton Solicitors costs and counsel's opinion, as stated above. Ashchurch Rural, Kemerton and Northway Parish Councils have advised they will pay 25% of the cost of the Legal Counsel opinion and Pre-Action Protocol letter to TBC, which will be sent on 19th May 2021. This will go out under Bredon Parish Council's name, but the actual Judicial Review can be changed to the designated lead parish council.

f) Other Planning Matters.

Drapers Spar are planning a major refurbishment of the Church Street premises but have asked if there would be any suitable locations in Main Road, Bredon to develop new premises.

It was decided not to send the drafted letter to Overbury Estates (Cllr Darby did not participate in this discussion).

13. Covid-19 Update.

No update, but it was reported that fitness classes were returning to the Village Hall from 17th May 2021.

Bredon Village Hall have received a Business Rates Startup Grant from Wychavon.

It was **agreed** to remove the two hand gel dispensers from the Playing Field.

14. To consider future Meeting Agenda Content (PH verbal).

Although absent, Cllr Handy had previously requested that Agenda Items should give as much detail of the motion to be considered by the parish council. This was **agreed**.

15. Correspondence, Progress Reports and Updates for Information.

The Clerk provided the following update:

- SWDPR Newsletter mailout to parish councils
- Head of Planning Policy at Wychavon, Fred Davies, has retired with immediate effect for personal reasons.
- Matt Hale's Quotation for Pollarding Two Ash Trees (£450 plus VAT) was **agreed**.
- The Bredon Star RFC Drainage Project has provided a Method Statement for the works which have now commenced.
- Christine Mitchell has raised the issue of road access in a dangerous position on the brow of Hardwick Bank Road
A positive response was received by Margaret Vernon from the National Trust in relation to the Bredon Tithe Barn.
- A Wychavon waste and recycling survey and parish council event was circulated the Councilors.
- The Clerk has acknowledged seven emails received from parishioners, relating to the Ashchurch Bridge over Rail (ABoR), registering both complaint and support for the parish council.

16. Progress Reports and Updates for Information:

a) County and District Councillor – no report.

Working Groups:

b) Executive & Finance

Minutes for the meeting on 29th April were circulated and included Insurance Renewal.

c) Technology & Media

No Parish Council input for the May 2021 Parish Magazine, due to this postponed meeting (from 10th May) being after the magazine's publication deadline, however, a suitable explanation will be included.

17. Councillors Reports and Items for Future Agenda:

Cllr Falvey advised that card payments machines for the Village Hall were being reviewed. Cllr Shiels requested that Energy Efficiency Assessment for the Village Hall be a June Agenda item. Cllr Whiting expressed concern over the number of signs, advertising boards and banners appearing around the parish, particularly in the Village. This issue will be reviewed again post Covid-19 when Wychavon Enforcement may be more proactive.

18. Date of Next Meeting:

14th June 2021.

Notes of Public Question Time:

Mr Andrew Vincent and Mr Paul Jackson of Westmancote outlined the concerns of residents relating to safety issues caused by the excessive down-hill speeds of traffic using the road to and from the hill. Domestic pets have recently been run over and there have been near misses due to driving/cycling without due care and attention.

A 30mph speed limit is too fast but a reduction to (say) 20mph would require Worcestershire Highways approval.

The parish council were asked to support a signage scheme.