

BREDON & BREDON'S NORTON PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 9th May 2022 at 7:00pm.**

Present: Councillors: Mr Rob Bell (RB), Mr Nick Bradley (NB) [Chairman], Ms Karen Brooks (KB), Mr Phil Handy (PH), Mr Neil Leyden (NL), Mr Declan Shiels (DS), Mr Rob Sly (RS) and Mr Brod Whiting (BW).

In Attendance: Mr Tim Drew (Clerk), Ms Sarah Champier and Mr Alan Mootham.

1. Election of Chairman.

As no Councillor wished to put their name forward, Cllr Bradley agreed to continue but stated that he would resign as Chairman if there were not Councillor behavioural changes and if any future actions undermine the Chairman's role.

Cllr Handy proposed, Cllr Leyden 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 Matt Darby (MD), Mr Kevin Falvey (KF), Mr Ed Pyke (EP), Mr Andrew Rhodes (AR) and Cllr Mr Adrian Hardman.

3. Declaration of Interests.

Cllr Bell advised he had changed his full-time employment but there was no conflict of interests.

4. Election of Vice-Chairman.

There were no volunteers, and this item was deferred to the next meeting. The importance to the of filling this position to the functioning of the parish council was acknowledged and Councillors would consider possible options, to be determined at a future meeting.

5. To determine membership of the various working groups and representative functions:

- a) Planning Committee – it was decided to continue with two meetings per month (if required) for the full council to decide responses to planning applications. It was **agreed** that the 2nd flexible meeting should be an agenda Item at the June meeting and the Standing Orders would need to be revised accordingly.
- b) Executive & Finance Working Group – Cllrs RB, NB, KF*, PH, AR* & BW.
- c) Transport & Organisations Working Group - Cllrs NB, KB, KF*, EP*, DS & RS.
- d) Assets Working Group – Cllrs NB, KB, KF*, NL, EP* & DS.
- e) Technology & Media Working Group – Cllrs RB, KB, KF*, NL, EP*, DS & RS.
- f) Other Functions:
 - i. Bredon Hill Conservation Group – Cllr DS.
 - ii. Hancock's Trustee – Cllr RS.
 - iii. Reeds Close Trustees – Cllrs RS & BW.
 - iv. Worcestershire Parish Councils Association – Cllr NB & Clerk.
 - v. Bredon's Norton Village Hall – Cllr KB.
 - vi. Police Liaison – Cllr KF*.
 - vii. Bredon Community Play & Recreation (BCPR) – Cllr EP*.
 - viii. Grass Cutting – Cllr RS.
 - ix. Social Media – Cllrs DS & RS.
 - x. Defibrillator – Cllr KF*.

- xi. Parish Magazine – Cllr DS.

* Clerk to seek confirmation of agreement to serve on Working Groups/Other Functions from these Councillors.

6. Direct Debit and Standing Order Payments.

Cllr Brooks proposed, Cllr Handy seconded, and the existing Direct Debits and Standing Orders, as shown on the Clerk's Report, were unanimously **agreed**.

7. To approve reviewed parish council documents.

- a) Standing Orders - Cllr Whiting/Cllr Handy.
- b) Financial Regulations – Cllr Handy/Cllr Brooks.
- c) Code of Conduct – Cllr Handy/Cllr Brooks.
- d) Risk Assessments – Cllr Shiels/Cllr Brooks.

The above reviewed documents [a) to d)] were proposed and seconded as shown and **agreed**.

8. To consider the Adoption of the Minutes of the Meeting held on Monday 11th April 2022

The minutes were **agreed**.

9. Finances:

- i. Invoices to be paid:

Village Hall:

Jo Lomasney	Balance of Wages – April 2022	£389.18
RP Keller	Curtain Rail Repairs & Velux Actuator	£40.00
CW Hygiene	Consumables	£48.52

Parish Council:

Timothy Drew	Balance of Wages – April 2022	£232.14
Lower Avon Navigation	Annual Membership	£10.00
Greenworks	April Grass Cutting (x2)	£1655.23
BHIB	Annual Insurance Premium	£2959.71
Worcestershire CALC	Annual Membership Fee	£1159.28
David Gray	Lengthsman Services – April 2022	£400.00

All payments above were **agreed**.

- ii. To approve the Financial Report.

The April 2022 bank statements and cash book were **approved**.

10. Planning:

- a) Approved:

- i. W/22/00314/FUL Croft Farm Leisure & Water Park, Bredon's Hardwick, GL20 7EE
The parish council's comments on this application were not considered as Wychavon Planning, who had granted an extension to 15th April 2022, decided to approve the application on 12th April 2022. The Planning Officer sent her sincere apologies that the extension had been overlooked.

- b) Other Planning Matters.

The Chairman provided the parish council with a debrief of the Wychavon Planning Committee's Refusal of Permission for the Mitton Bank applications 18/00771/OUT and 20/00008/OUT at the meeting held on 28th April 2022.

The Reasons for Refusal were as follows:

- i. The site lies in open countryside outside any defined development boundary (as defined by Policy SWDP2 and NP1) where new development is to be strictly controlled and limited to specific uses, none of which apply in this case. The proposed development would represent a harmful encroachment into the open and undeveloped countryside.
- ii. The application fails to demonstrate that the proposed development would not have an adverse impact on the habitats of breeding birds, notably Curlew, on adjoining and nearby sites due to the urbanising effect and construction impacts of the development.
- iii. The application fails to demonstrate that the proposed development would not have an adverse impact on the tranquillity of the Cotswold Area of Outstanding Natural Beauty (AONB) due to additional traffic and activity taking place within and adjoining the AONB.

It was acknowledged that Mitton Bank development would continue to be an ongoing issue for the parish.

11. Progress Reports and Updates for Information.

- a) County and District Councillor:
 - No Report.
- b) Police Report:
 - No Report. It was noted that there had been several vehicle break-ins in both Queensmead and Blenheim Drive.

Working Groups:

- c) Executive & Finance:

The following decisions proposed at the meeting held on 21st April 2022 were ratified and **agreed**:

- Clerk's Revised Contract of Employment with an increase to the hourly rate from 1st May 2022 in accordance with the new contract.
 - A new contract is required for the Village Hall Manger and monthly payments to return to bookings commission from 1st April 2022.
 - The Lengthsman's hourly rate to be increased from 1st May 2022.
 - The BHIB Insurance renewal premium is to be paid but the Clerk is to appoint a broker to review the parish council's responsibilities and revise the policy accordingly.
 - The Clerk to request Cunningham Lindsey to provide an updated Village Hall Complex Valuation Report, which includes all sports clubs, the MUGA, and car parks, detailing all liabilities.
 - Order two additional Actuator units for the VELUX blinds, at a cost of £428, to complete the repair.
- d) Transport & Organisations:
 - A meeting will be held on 23rd May and will cover sports club and Church Street parking, speed cameras in Cheltenham Road and WhatsApp communications.
 - Cllr Leyden provided an update on the ongoing issues relating to implementation of Hallmaster Software for Village Hall bookings.

12. Platinum Jubilee Celebrations.

Cllr Shiels outlined details of various events for Sunday 5th June 2022, from 2pm. It was **agreed** to purchase a Pack of 100 Signs, Three Prizes for Children's Fancy Dress and Coins (or stamps) for 185 children attending Bredon Hancocks. This is to be part funded by Wychavon (£383), and a grant from Worcestershire County Council arranged by Cllr Hardman (£1,000). It was **agreed** the parish

council would fund the balance of expenditure up to £1,000. Cllr Leyden advised the Quilter Ladies have made bunting to be hung along the front of the Village Hall. It was also **agreed** to allocate £100 for events in Bredon's Norton.

13. Provision of Speed Cameras in the Parish.

No update.

14. Contaminated Sites in Parish.

Land off Hardwick Bank Road was a mass burial site during the last Foot and Mouth Outbreak. This type of information needs to be gathered for consideration in the event of future planning applications.

15. Time Limit on Future Meetings.

It was **agreed** that Cllr Handy would prepare a proposal document covering meeting procedures for agenda items and report presentations to reduce meetings to a maximum of 2 hours. Standing Orders would also be reviewed in conjunction and made more specific rather than generic.

16. Correspondence, Progress Reports and Updates for Information.

The Clerk provided the following update

- Nutrient Neutrality - the serious nature of these restrictions may have an impact on future planning applications.
- SWDP Press Release – further delay to SWDP publication.
- An email request for more housing in the parish – Clerk to respond, inviting parishioner to address council.
- A request for information relating to the Fox and Hounds Inn and the Conservation Area – Clerk to respond.
- An email showing the unsatisfactory playground brickwork at the Cherry Orchard playground. Clerk to arrange survey and remedial action.
- Bredon WI letter of thanks for a Village Hall booking revision.
- The parish council's registered ownership of the Glebe Field has now been completed.
- General information from CALC's Executive Officer.

17. Councillors Reports and Items for Future Agenda:

Cllr Bell advised there had been a recent "crash for cash" style incident on the Eckington Road.

Cllr Sly sent apologies for his absence from the June meeting.

Cllr Brooks reported a stolen sign, a road narrows sign overgrown and an incident of fly-tipping at Bredon's Norton.

Cllr Shiels stated the June Parish Magazine would cover the Mitton Bank Planning Refusal and the Platinum Jubilee Community Event.

Cllr Leyden advised the latest Quotation for Village Hall Lighting was within the previously approved budget and would now proceed.

Cllr Bradley raised a request from Neville King to support the Ukraine Family Community Support initiative. It was **agreed** to donate the equivalent Village Hall Hire Costs equivalent to 4 months rental charges. Clerk to respond accordingly.

15. Date of Next Meeting:

6th June 2022

Notes of Public Question Time:

Sarah Champier asked for clarification of the parish council's representation in the conservation area and its priorities. The response to the recent Fox & Hounds planning application was highlighted as an example. Cllr Handy explained that planning regulations were more relaxed towards business than residential during the pandemic.

There was a perception that some parishioners were unwilling to put their names to their views to Wychavon, for reasons of confidentiality. Cllr Bradley explained that comments always can be submitted via the Parish Clerk in confidence.

Alan Mootham referred to the parking problems in Church Street with the restrictions and road markings not being enforced. There was concern about confrontational behaviour, dangers to young and elderly pedestrians, and access by Emergency Vehicles. Cllr Bradley the council's Transport and Organisations Working Group were acutely aware of the problems and issues and were constantly lobbying Worcestershire County Council – Highways. Additional signage and a restrictive parking zone were under consideration.