

# 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> November 2018**.

**Present:** Councillors: Mr Nick Bradley (Vice Chairman), Mr Kevin Falvey, Mr Phil Handy, Mr Andrew Rhodes, Mr Ian Rowland-Hill (Chairman), Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

**In Attendance:** Mr Tim Drew (Clerk), Cllr Adrian Hardman, Mr Lee Mielke, Mrs Fiona Mielke, Mr Chris Wilkinson, Mrs Angela Wilkinson and one other person.

Due to his feeling unwell due to severe hearing issues, it was **agreed** the Chairman would hand the chairing of the remainder of the meeting to the Vice-Chairman. Cllr Ian Rowland-Hill indicated that he felt that, due to this health issue, he should stand down as Chairman. This matter was deferred to the December meeting as an agenda item, subject to the receipt of Cllr Rowland-Hill's letter of resignation.

## 1. Apologies for Absence.

Apologies were received and accepted from Cllr Richard Coghlan, Cllr Matt Darby and Cllr Mike Johns.

## 2. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon.

Cllr Sly declared an ODI for Item 5 e) i , Cllr Rhodes declared an ODI for Item 5 a) ii and Cllr Handy declared an ODI for Item 5 a) ii (using a consultant who is the son of the applicant).

## 3. Adoption of the Minutes for of the Meetings held on Monday 8<sup>th</sup> October 2018.

The minutes were **approved**.

## 4. Finances.

a) Invoices to be paid:

### Village Hall:

Jo Lomasney	Balance of Wages – October 2018	£89.26
Darren Rosser	Bar Work – October 2018	£20.00
RPK Maintenance	VH repairs – toilets, doors, boiler installation	£199.91
A&E Fire & Security	Annual Inspection	£616.72
nativespace	VH website & domain renewal	£54.98
CW Hygiene Services	Cleaning cover 7 <sup>th</sup> - 23 <sup>rd</sup> October 2018	£510.00

### Parish Council:

Business Supported	Balance of Clerk's Wages – October 2018	£262.10
Business Supported	Clerk's Expenses (Mileage)	£37.30
Kemerton Conserv'n Trust	Playing Fields Rent (additional for new lease)	£30.00
AGJ Contracting	Tree Surgery – Jubilee car park	£425.00
Gill Lungley FSLCC	Clerk's CiLCA Training – Sept & Oct 2018	£40.00
X2Connect Ltd	Westmancote Telephone Kiosk Door	£1496.48
Memory Lane Memorials	Renovation of Obelisk/Milestone	£1200.00
Greenworks	Grass cutting – October 2018	£1476.00
Bredon PCC	Bredon Parish Magazine advertising 2019	£40.00

The above payments were **agreed**.

b) Financial Report:

The October 2018 bank statements and cash book were **approved**.

The Clerk advised that an invoice from recently received from Waterplus (Severn Trent) for £2,198.06 was under query but had been paid by Direct Debit. This covers water supply to the Football, Rugby and Tennis Clubs and is reimbursed by the clubs, who will be billed when the charge is corrected.

c) Spend v Budget Q1 & Q2 2018-19:

It was noted that expenditure for the first 6 months of the financial year 2018-19 was broadly in line with budgeted costs.

d) Completion of External Audit for 2017-18:

The external auditors, PKF Littlejohn have now completed a satisfactory review and have issued a Final External Auditor Report and Certificate, which has been posted on the parish website.

## 5. Planning

a) For Information:

- i. 18/02003/FUL Unit 1 Station Drive, Bredon, GL20 7HH  
*Change of use from light industrial with offices to a hot food takeaway with internal seating.*  
No objection subject to response from Highways.
- ii. 18/02187/HP 2 Fairview Cottages, Westmancote, Bredon, GL20 7ES  
*Erection of rear balcony with first floor french doors and bifold doors added to ground floor kitchen.*  
No objection based on the planning documentation received, but response will be delayed to the submission date in case there are any changes.

b) For Ratification:

- i. 18/01848/FUL Greenacres, Kemerton Road, Westmancote, Bredon, GL20 7EN  
*Subdivision of single dwelling into 2 x dwellings.*  
**The parish council has no objections.**
- ii. 18/01886/HP Malvern View, Rectory Farm Lane, Bredon's Norton, GL20 7EZ  
*Two storey side extension to dwelling and removal of ancillary structures.*  
**The parish council objects (letter forwarded to Wychavon).**
- iii. 18/02090/HP 12 Gravel Pits Close, Bredon, GL20 7QL  
*Single storey rear extension.*  
**The parish council has no objections.**  
These three applications for ratification were **agreed**.

c) Approved:

- i. 18/01577/HP 1 Avondale Cottages, Church Street, Bredon, GL20 7LA
- ii. 18/01286/HP Folly Field House, Bredon's Hardwick Lane, Bredon's Hardwick, GL20 7EE
- iii. 18/01948/FUL Lampitt House, Lampitt Lane, Bredon's Norton, GL20 7HB
- iv. 18/01944/FUL The Haven, Chapel Lane, Kinsham, Bredon, GL20 8HT

d) Withdrawn:

- i. 18/01868/HP 18 Cherry Orchard, Bredon, GL20 7HJ

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

- i. Mitton Bank Planning Application (18/00771/OUT)

Cllr Handy is attending a meeting with Mitton Residents and Cllr Mike Sztymiak to learn of further information relating to the planning application and will report back to the parish council.

ii. Hedgerow Restoration

Letters have been received from agents of landowners advising that sections of Hedgerow between Mitton and Bredon's Hardwick are their responsibility and not Worcestershire Highways. Letters from the County Council have now confirmed that this is the case and Highways have apologised for the error. Therefore, parish council will not be cutting these hedges.

It was **agreed** that the Clerk would provide Fisher German LLP (for NTLC) with the information provided by Worcestershire Highways, confirming incorrectly they were responsible for the hedges in question.

It was also **agreed** the Clerk should write to the landowners requesting their hedges are tidied before the end of February 2019, as per the specification and requirement previously provided by Cllr Darby. Cllr Sly abstained.

**6. Section 106 and New Homes bonus Funding.**

Cllr Johns had provided an estimate for installing safety fencing for the Main and Jubilee car parks and Cllr Falvey provided three quotations for the consequent resurfacing. It was **agreed** that Cllr Bradley would contact Heather Peachey of Wychavon and coordinate with Cllr Falvey and Cllr Johns in advance of applying for Section 106 monies and include remedial drainage at the rear of the Jubilee car park. A dog walking area at the north-west of the Playing Field would also be considered within the application.

The Tennis Club proposal received would be the subject of a secondary Section 106 application to be discussed at the December meeting.

**7. Bus Shelter at Kinsham.**

An email proposal received from Chris Wilkinson of New House, Kinsham, will be discussed at the December meeting. Adjacent Residents and Worcestershire Highways would need to be consulted before a new bus shelter was built.

**8. Transport and Highways Group.**

The Group had an initial meeting and notes from the Chairman had been circulated. The highest priorities had been identified for traffic and footpaths. It was noted that Bredon's Norton was the only part of the overall parish not to have a roadside footpath link.

**9. Implementation of Byelaws.**

It was concluded that the introduction of new byelaws was both complex and potentially expensive and with enforcement difficulties there would be only limited gain. An alternative may be suitable signage on parish owned sites. It was decided to revisit at a future date if any relevant issue arises.

**10. Defibrillators.**

A defibrillator has now been installed outside Drapers Stores and a further unit will be fitted at the Cricket Club by end of November. A replacement door has now been delivered to complete the Westmancote Kiosk.

Cllr Falvey has presented to Bredon Hancocks school to raise awareness and deliver the "not toys, can save lives" message. The school have been asked to design floor tiles for kiosks and there is an opportunity for sponsorship of a glass/perspex frame.

Five defibrillators are on order and those to be installed in Kiosks need to be fitted by a qualified BT engineer. It was **agreed** to explore the siting of a unit at The Pound, Upper Westmancote.

#### **11. Assets of Community Value (ACVs).**

The Royal Oak survey has around 600 responses which are being reviewed. The Cross Keys and Mitton Allotments (as per Neighbourhood Plan) will be the next applications.

#### **12. Smartwater.**

There will be a full-page article in the December parish magazine which will cover the various collection and delivery issues. There will be signage at the entrances to parish villages.

#### **13. Parish Election – May 2019.**

Cllr Johns has circulated a CALC report to encourage planning for next May's elections for highlighting two key reasons. The first is the financial implications and the second is to ensure there are candidates for election. An awareness campaign will be discussed at the December meeting.

#### **14. Correspondence for Information.**

Complaints received relating to the Chandler Room sound system have been resolved. A request for the provision of a trolley to move VH tables will be discussed at the December meeting.

#### **15. Progress Reports for Information.**

##### a) Clerk:

- The Lengthsman, David Gray, started on 1<sup>st</sup> November 2018 and will attend WCC training on 26<sup>th</sup> November 2018.
- The order placed for new grit bins will include one fill of salt. WCC will confirm the cost of a grit bin including the its first fill.

##### b) County & District Councillor:

- A meeting with a WCC Highways representative will be arranged for advice and guidance to the Transport & Highways Group. Projects need to be specific and achievable and land for a Bredon's Norton footpath would be cost prohibitive.
- Met with Jonathan Edwards of Wychavon Planning and it is unlikely the Mitton Bank outline planning application will go to committee before June 2019. Wychavon also taking legal advice on Neighbourhood Plan supremacy and other associated issues.
- Attending the Bens Hollow planning application on 15<sup>th</sup> November 2018.
- SWDP options and consultation is now in progress.

##### c) Village Hall.

- Three builders quoting for the VH Office Accommodation project have been asked to submit quotations by the end of November 2018.
- Maintenance of the bay window and kitchen roof to be undertaken.
- Decision on cooling system for the bar has been deferred.
- VH website and social media being reviewed.
- Booking software is under evaluation.
- Hearing Loop to be examined.

##### d) Bredon Community Play and Recreation (BCPR).

Nothing to report.

##### e) Police Liaison

There are several incidents to report for the last month.

- A vehicle had been stolen from Kinsham but the owner managed to follow the vehicle and it was abandoned nearby. Enquiries are still ongoing.
- A burglary was reported at The Dell. Access was gained from the rear of the property and items of jewellery and cash stolen.
- A green Subaru was stolen from a farm on Bredon Road, Tewkesbury and was reported although could have been stolen some days previously.
- Two reports received of theft of tools from works vans in Bredon and Kinsham. One of the vehicles had been left insecure.
- A strimmer was stolen from Main Road, Westmancote and damage caused to a caravan.
- A trailer was stolen on from Bredon's Norton. It has since been recovered along with a stolen vehicle and one person is currently being dealt with for the offence.
- There was a burglary in Chapel Lane, Westmancote between Sunday 3rd and Tues 6<sup>th</sup> November.

An email from the Tewkesbury SNT warning us that there have been several burglaries in the Gloucestershire area near to our border. It is hoped that the event last month will have served as a timely reminder regarding home security.

f) Website and Parish Magazine

The next Parish Magazine, published at end of November, to include the obelisk, defibrillator installations, lengthsman, salt bins and police report.

**16. Councillor's Reports and Items for Future Agenda.**

Bredon Village Hall Website and email – agenda item.

Bredon Hancocks Trust – grants made to fund new students and apprentices.

Glebe Field – agenda item.

**17. Date of Next Meeting.**

Monday 10<sup>th</sup> December 2018.

Meeting closed at 9:40pm.

**Notes of Public Question Time:**

Fiona Meikle raised the following issues relating to planning ref 18/02187/HP, submitted by her adjoining neighbour in the attached property (the 2 cottages form a semi-detached arrangement):

- A correction to information that was supplied incorrectly as part of the planning application submission. Photographs submitted as part of the planning application are inappropriate and a misrepresentation of the facts, as they do not demonstrate invasion of privacy to the property;
- The proposed balcony looks directly into the rear bedroom, bathroom & shower and over the rear garden.

Chris Wilkinson raised the issue of the bus shelter in Kinsham adjacent to his house.

- Buses cannot safely stop because it is set back from the road and on a blind bend;

- Passengers in the shelter are unable to see the approaching bus and conversely the driver cannot see waiting passengers.

The shelter has been disused for a long time since the two daily school buses and the weekly Cheltenham bus stop in the nearby lay-by where it is safe to stop and waiting passengers are visible to the driver.

The shelter is not being adequately maintained and has deteriorated markedly. The gutters are asbestos and leak, downpipes are missing and the ridge tiles are loose letting in water to the main structure.

Chris would like to explore financial contribution for a replacement shelter, contingent on a transfer of ownership, or an outright purchase, with an undertaking to restore the integrity of the structure.