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| **DRAFT Minutes of the Meeting of the Parish Council held on 30th September** **2019 at 7:30pm at Rous Lench Village Hall** |

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| **Present** | Chairman Cllr D Browne, G Hughes, L Newton, J Davis, D Wicks and J Thomson. **In attendance**: Clerk and 2 members of the public. District councillor D Wilkinson. **Meeting opened at 7:30pm** |

**PUBLIC QUESTION TIME** – see notes.

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| 34/19 | **Apologies:** Cllr E Checkley. District Cllr A Steele and County Cllr A Hopkins. |

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| 35/19 | **Declarations of Interest**: None declared. Councillors were reminded of the need to update their register of interests. |

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| 36/19 | **Dispensations**: no requests received. |

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| 37/19 | **To approve minutes of previous meeting**. The minutes of the meeting of the Parish Council held on 15th July 2019 were agreed as a true record and approved. |

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| 38/19 | **Co-option -** the Council voted and agreed to co-opt Jane Thomson onto the Council. |

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| 39/19 | **Planning application: To note the following applications****a) Update on application 19/00458/CU the Caravan, Radford** – this application has been refused. Wychavon District Council’s (WDC) refusal covered off the major elements that RLPC mentioned. No further action as regards communications to WDC. **b) Consider application for Willow Barn, Alcester Road -** **19/02143/FUL** Willow Barn Alcester Road Radford Alcester WR7 4LS. Retrospective application for retention of existing stable block. (Revised scheme for: 18/02507/FUL) to change use of some of the stables to a therapy centre. Potential issues about heavier vehicles coming up the drive bringing horses for therapy.The Council noted that the drainage and overgrazing issues have been addressed. **Original objection maintained** - original block does not have planning permission. Amount of development is to a scale felt inappropriate to the site. |

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| 40/19 | **Progress Reports** - Clerk reported1. **Update on Actions since Previous Meeting**.
* Historic Post boxes – meeting with Conservation Officer has taken place.
* Received Rous Lench Village Hall Community Legacy Grant monies. Cheque written for village hall.
* Issues with bank mandate form being lost by Barclays – compensation given.
* Deadline for Smart Water Information to go into Arch Benefice – 7 Oct for November publication.
* Proposal to have budget setting meeting prior to November meeting – Finance working group agreed.
1. **To present proposed payments for July 2019 – signed and approved.**

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| Lengthsman June /July 2019 | Cheque  | £412.50 |
| Clerk salary and expenses | cheque  | £404.31 |
| Rous Lench Village Hall | Cheque | £13,400.00 |

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| 41/19 | **District, County Councillor’s and Police Report:****District Council Report:** WDC are holdingseminars on South Worcs Development Plan, grant applications etc. **Action:** Clerk to find out details of next CLG tranche.Pebworth and Harvington Parish Council’s have completed their Neighbourhood Development Plans (NDP) and these are now embedded in SWDP. The NDP is a good place to include assets of community value. **Issues with Roadworks:** unsuitable diversions. **Action:** Cllr Wilkinson to speak to Cllr Hopkins**Beltane Bash:** Cllr Wilkinson requested a collation of resident’s views to take forward should there be further events planned. Chairman informed him that RLPC had done this with key points and sent to the WDC Monitoring officer, Police and WDC licencing team. Response received. **Action:** raise again March 2020- to request WDC’s confirmation to consider these issues raised during any further applications. **Worcestershire County Council (WCC) report** – none. **Crime Report:** Theft of touring caravan on 05/07/2019 at Radford. Burglary took place 25/09/2019 atRous Lench. Thievesransacked property. Unsure what has been stolen at this stage. |

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| 42/19 | **Risk Register–** the Council considered the ‘People’ section of the draft Risk Register and approved the amendments.  |

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| 43/19 | **Finance:** the proposed payments in minute 40/19 (ii) were agreed. Budget summary and bank reconciliation approved.  |

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| 44/19 | **Rous Lench and Radford parish matters for discussion or decision:**1. **Smart Water (SW) –** decision tohold an open meeting on the morning of 2nd November to gain village interest. **Action:** Clerk and Chairman to prepare flier to inform residents of meeting and put a notice in Arch Benefice. Cllr Newton to invite SW contact.
2. **Beltane Bash –**Chairman prepared a letter for DC and WCC. Response received.
3. **Reported tree issues** - Village green – hanging branch has been removed and work carried out.Tree has fallen into ditch by Holly Tree House and Radford House on Alcester Rd by the historic post box. **Action:** Clerk to ask P/L and report to WCC.
4. **Wall issues –**Wall has fallen on right hand side of junction (Wheelbarrow corner) coming out of Radford Rd to Alcester Road, by the Parish Council noticeboard. **Action:** Cllr Wicks to assist Clerk with location in reporting to WCC.
5. **Historic letterboxes in Rous Lench and Radford** –Meeting has taken place with Planning Officer to ascertain the work needed. **Action:** Clerk to find appropriate Builders to quote for work to include Ivy clearing/mortaring/tiling. Funding may be possible through Royal Mail and WDC for Corporate fund. Notify Mr Thorpe of maintenance needed. **Action:** Chairman to speak to Mrs Durrant about recommendations for builders. Post on ‘Next Door’ to ask for recommendations.
6. **Vehicle Activated Sign (VAS) –** hold an open meeting 2nd November to gain village views on siting of VAS.
7. **Defibrillator –** hold an open meeting 2nd November to gain interest of parishioners as to maintenance and its use supported use**. Action:** Chairman to investigate training and invite his contact to the meeting.
8. **Bridleways –** issue of opening on horseback. **Action:** Clerk to contact Public Rights of Way Team at Worcs County Council (WCC) about possibility of modification of gate openings.
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| 45/19 | **Correspondence:**1. **WCC Parish Conference** 17 October 2019 – to be held at county hall.
2. **Village hall refurbishment** CLG grant monies received from Wychavon DC.
3. **Bank signatories** – issue of partly lost form**. Action:** Clerk to rectify.
4. **SW Development Plan** Review Briefing 6 November. Chairman and Cllr Newton to attend.
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| 46/19 | **Councillors Reports & Items for Future Agenda** – **Items for future agenda** – Update on planning application: Willow Barn, Alcester Road - 19/02143/FUL. Consider next section of Risk Register. Financial Regulations update. Discuss list of community assets. Feedback from open event. Feedback from Post Boxes and Bridleway query. Finance Working Group Meeting - Budget recommendations.  |

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| 47/19 | **Date of next meeting**: Parish Council Meeting 25th November 2019 at 7:30pm, to be held at the Village Hall. Finance Working Group to meet prior to the Council meeting 7pm.  |

**Meeting closed at 9:20pm**

SIGNED………………………………………. Chairman Date ………………………………

**Public Question Time –** two parishioners.

**Community Right to Bid** - a parishioner informed the meeting about the traditional Orchard/habitat which is approximately 170 years old on the Radford Road. This is on a national register of orchards.

Information was circulated to the meeting about a community’s right to bid for community assets to be added to a District Council Community Asset Register under the Localism Act 2011. A community asset is an asset (such as a monument, piece of land, building etc) considered to be of value to the community. If assets meet certain criteria and are accepted, local authorities are then required to list community assets for five years and must notify the owner that it is on the register. This also means that the owner must let the authority know that it is for sale. It does not mean that it must be sold it to the community.

The Parishioner asked the PC to nominate the Orchard as a community asset. The parishioner was concerned about the Orchard being removed. The Council asked if the quality of the orchard had been surveyed, including types of trees. This had not been the case.  Discussion within the PC as to whether the Well and historic post boxes could be listed as community assets as well. To be considered further at the next meeting.

**Discussion as to the Planning Application 19/00458/CU** – The Caravan, Radford Road. This application had been refused. It was felt that WDC’s refusal covered off the major elements that RLPC had mentioned. It was not felt there needed to be any further communications to DC now.

**Query as to the latest on the SW development plan -** The South Worcestershire Councils (SWC) i.e. Malvern Hills, Worcester City and Wychavon started a review of the SWDP in late 2017. This is in line with new Government requirements that local plans should be updated every five years, and therefore a revised SWDP is required by 2021. The review will provide an updated plan period to the year 2041.