

# SUCKLEY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

Held on Monday 11<sup>th</sup> September 2023 at 7.00 pm in Suckley Parish Church

**Present:** Cllr S. Gray (Chairman), Cllr M. Savage (Vice Chair), Cllr H. Ormerod, Cllr A Lewis.

**In Attendance:** Mrs L. Butler (Clerk), Dist Cllr P Whatley.

Six members of the public attended the meeting.

### **90/23 Apologies for Absence**

Apologies were received from Cllr A Mansell

### **91/23 Declarations of Interests**

- (a) Cllrs are reminded of the need to complete/update their Register of Interest form.
- (b) To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
- (c) To declare any Other Disclosable Interests in items on the Agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of para 12(4)(b) of the Code of Conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

None were received.

### **92/23 To consider Written Requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the Agenda.**

None were received.

**The Meeting will be adjourned for Public Question Time/Participation. (The time allocated is at the discretion of the Council/Chairman). Residents are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public are reminded that by doing this, the matters for discussion may be included in public Minutes and should give their consent to this prior to any discussion. The Chairman will give members of the public the chance to withdraw from the meeting if they so wish.**

**Members of the public may not take part in the Parish Council Meeting itself.**

**93/23** The Chairman will invite members of the public present to make short presentations to the Council.

(a) Public presentation(s) (including planning applications representatives)

**Planning** (if on Agenda):-

- (1) The Council Chairman will ask the applicant/s or their representatives (if present) to put forward any points he/she wishes to make regarding their application
- (2) Other parishioners are then invited to put forward their comments

- (3) The applicant/representative then has the opportunity to respond to any points raised if he/she wishes to do so.

Land adjacent Stocks Farm – Mrs A Capper wished to inform the parish council that despite a previous application being refused for four properties the Planners have allocated that land and a bit more (orchard) for eighteen housing properties in the South Worcestershire Development Plan. She also wants the parish council to know that they do not want eighteen but would suggest nine properties that would be in keeping with the area. Nothing is at the planning stage yet.

Dist.Cllr Whatley advised that as part of the planning policy at Malvern Hills, eighteen is the average number of properties for the size of the land.

Planning application at The Bruff – Mr & Mrs Archer live next door to the Bruff and weren't initially aware of the retrospective application. They wanted the parish council to know that the flue was installed this February. The flue discharge is low down and below the ridge line of their property and comes into their garden. It's trapped in the bank rendering the garden unusable and requiring doors and windows to be closed. All other flues at the Bruff are on the other side of the building. They ask that this one be moved to the other side.

- (b) Report from County Councillor – Cllr Karen Hanks

The collapsing bank at Tundridge is scheduled for repair in November 2023.

Highways have offered to visit the Parish Council on 21 September to assess speeding and other concerns.

I have used my Locally Determined Budget to purchase for Suckley two picnic benches with seating at a total cost of £1,120. Highways will be in touch this week to arrange delivery.

The County Council Boundary Review – the Council's response is itemized on the agenda for the full Council Meeting on 14<sup>th</sup> September and can be viewed on the Worcestershire County Council website. Effect locally is Malvern Link will gain Broadwas (from Hallow) and Cotheridge – 541 seats in total.

- (c) Report from District Councillor – Cllr P Whatley.

Cllr Rouse sends her apologies.

We are now four months into a new term. Things are still quiet. The Planning Department is very short of Planning Officers and is barely functioning. They are unable to recruit due to a nationwide shortage, so it will be some time before this improves. Inspectors have identified sites for a high volume of houses, but builders want to build less. There is an application in Newland for 800 houses. As the planning situation is not good and not functioning as it should, it would be best to complain via members of parliament as this is a national problem. The calendar/cycle of meetings at Malvern Hills will start again after the summer.

- (d) Lengthsman Report (*Clerk*)

Nothing to report

- (e) Footpaths Report (*Mrs Helen Philpotts*)

A gate is broken and needs replacing on footpaths 519,524 or 549. John Lewis, if he has the new gate, will install it. Clerk to follow up.

- (f) Local Police Report

Clerk has received from West Mercia, the return for policing priorities for period October to December 2023.

It was agreed that speeding should be highlighted as a safety concern.

**The Chairman re-opened the meeting.**

**94/23 MINUTES**

To approve and sign Minutes of the Parish Council Meeting held on 17 July 2023  
Cllr Ormerod asked for an amendment to item 86/23 (a) – deletion of words ‘seek any’.  
Following this amendment, the minutes were approved on the proposal of Cllr Savage, seconded by Cllr Ormerod and unanimous.  
Chair, Cllr Gray wished to record his thanks to The Reverend Anne Potter for her prompt action in removing chairs belonging to the Hill Trust from the Playing Field pavilion.

**95/23 CO-OPTION**

Following the recent advertisement for four parish council vacancies there have been three applicants. Councillors were circulated their application forms for consideration prior to the meeting to enable voting which is as follows:  
Richard Lewis proposed by Cllr Gray, seconded by Cllr Lewis. Four votes for, none against, no abstentions.  
Helen Philpotts proposed by Cllr Lewis, seconded by Cllr Gray. Four votes for, none against, no abstentions.  
Rebecca Roper proposed by Cllr Savage, seconded by Cllr Lewis. Four votes for, none against, no abstentions.  
All three are elected as councillors. Cllr Lewis was not in attendance.  
Cllr Philpotts and Cllr Roper both signed the Declaration of Acceptance of Office and were able to take part in the remainder of the meeting.

**96/23 PLANNING – MHDC**

**(a) For Consideration:**

App Ref: M/23/01109/FUL

Location: Unit 4C, The Bruff Business Centre, Suckley, Worcester, WR6 5DR

Proposal: Flue, external doorway and maintenance walkway serving existing industrial enterprise – Retrospective

Having listened to previous submission by neighbours of the application site, councillors discussed the application and agreed to object. This was on the proposal of Cllr Gray, seconded by Cllr Savage and unanimous. The following comments would be passed to Malvern Hills DC:

Whilst acknowledging this is a retrospective application, the Parish Council strongly objects to this application.

The flue, which discharges VOCs with their associated unpleasant smell, into the atmosphere, was installed in February this year. The fumes released are done so at a relatively, low level and clearly below the ridge line of the both the Business Centre itself and the neighbouring property, Combe Lodge. Two other factors exacerbate the problem. First, with the lie of the land, and in particular the adjacent hill bank, the fumes from the flue remain trapped in the immediate vicinity. Second, the flue itself is situated at the promontory part of the building which extends towards Combe Lodge, unlike other flues from the same building and which discharge at the opposite side of the centre. Thus it could hardly have been situated in a worse place as far as the neighbours are concerned as it clearly, in our view, severely restricts the neighbours use and enjoyment of their garden and property and may have already directly resulted in health issues, such as breathing problems and eye damage. As has been pointed out, it may also run counter to existing HSE guidance on complying with legal requirements.

It is indeed a sorry and worrying outcome when windows must be kept closed to prevent fumes entering the home. This is not a solution, especially during warm summer months. The owners of Combe Lodge have indicated that re-siting the flue discharge, as indicated above, would likely be a more acceptable solution. We believe that this would be the minimum level of action that would represent a compromise in this case.

**(b) Decisions – for information only**

App Ref: M/23/00068/HP  
Location: Dalvingtons, Suckley Road, Worcester, WR6 5RH  
Proposal: Internal alterations, single storey extensions, detached double garage and garden mower store

App Ref: M/23/00069/LB  
Location: Dalvingtons, Suckley Road, Worcester, WR6 5RH  
Proposal: Internal alterations, single storey extensions, detached double garage and garden mower store

App Ref: M/23/00428/HP  
Location: Chapel Cottage, Birchwood, Storridge, Malvern, WR13 5HA  
Proposal: Single storey rear extension, Juliette balcony to rear facing bedroom, replacement front porch, enlarged window to west elevation

**All three applications have been Approved and are noted by the Parish Council**

**(c) To Note Proposed Planning Law Changes – previously circulated**

Michael Gove has announced intentions regarding new planning policies to be brought into legislation in Spring 2024

An item worth noting is Communities taking back control/building beautiful everywhere.

To deliver housing anywhere, all new homes built will need to be accepted by the community. They will need to be beautiful, well-connected, designed with local people in mind and be accompanied by the right community infrastructure and green space.

Communities must have a say in how and where homes are built.

Noted by the Parish Council.

**97/23 ADOPTION OF MODEL STANDING ORDERS – updated April 2022**

The updated NALC Model Standing Orders 2018 (England) – updated April 2022 was circulated to councillors prior to the meeting to consider any amendments.

Information specific to Suckley was agreed and will be edited by the Clerk and the final version will be circulated to all councillors.

With these amendments they were adopted on the proposal of Cllr Ormerod, seconded by Cllr Savage and unanimous.

**98/23 PLAYING FIELD**

Cllr Gray gave an update on the Playing Field and Pavilion.

New door and windows have been installed. The field has been rolled and has been approved by a football referee. Vegetation has been cut back and damaged manholes have been repaired. Two new wheelie bins are soon to be delivered.

(a) Electrics in the pavilion need some work but it has been difficult getting quotes.

Midwest Electrical have quoted £2,908 (inc VAT) to replace units, lighting and safety test. It was proposed by Cllr Gray to accept this quote. Seconded by Cllr Ormerod and unanimous.

(b) Plumbing and general repair work is needed for the showers and water fittings.

Diplock have quoted approx. £9,000 which Cllr Gray proposes to be accepted. Seconded by Cllr Ormerod and Cllr Savage.

(c) CCTV – Alpha have quoted £700 for two cameras and hard drive. Proposed by Cllr Savage, seconded by Cllr Lewis to fit the CCTV. Cllr Roper will ask a friend if an alarm can be fitted.

(d) Skateboard – its unused and in the wrong place. The existing pitch can't be moved round. The cost to remove the tarmac would be around £1,500. Proposed by Cllr Lewis, seconded by Cllr Ormerod and unanimous to proceed.

- (e) Football goals – a £2,500 grant has been approved from the Football Association small grants scheme. There is a contribution required of £497 from the parish council. Proposed by Cllr Ormerod, seconded by Cllr Savage to proceed.
- (f) A truck for moving heavy weight items is needed – would cost approx. £70. Proposed by Cllr Ormerod, seconded by Cllr Savage to purchase.
- (g) A ramp is needed for disabled access – would cost approx. £50 Proposed by Cllr Philpotts, seconded by Cllr Roper to purchase.

Future work - the pavilion needs cleaning and decorating. Helen Field (Head Teacher) is going to ask if parents can help. Cllr Savage is still working on an online booking system.

For information a quote for a new all-weather pitch including base boards would be around £72,000 + VAT. The play area needs weeding and possibly replacing with a rubber surface. Nothing heard yet from Mr Holloway about a picnic bench.

### **99/23 HIGHWAYS & BYWAYS**

The hedge between Damson Way and Woodland Road needs cutting back. It has been reported to WCC but Cllrs Ormerod and Gray will cut back if Highways don't do it.

As previously reported by CoCllr Hanks a site meeting is to be held next week in the Knowle. Spillways will be addressed as following repairs one in particular runs uphill! Also, the collapsing bank is to be repaired.

### **100/23 RISK ASSESSMENT**

Trees on Parish Council owned land – it was agreed a survey would not be needed at the moment. Risk assessment on the bus shelters, quarry and playing field is being undertaken weekly by councillors. When completed the report is forwarded to the Clerk for retention and also copied to the next person on the rota.

The three new councillors are to be included on the rota.

### **101/23 COMMUNITY - Projects/items for discussion/update:-**

- (a) Parish Map Board – Cllr H Ormerod to report  
Sixteen premises are listed on the old map. Of these nine are positive to continue, three gave a negative response and four are still outstanding. Additional sites/businesses/buildings are needed. Ordnance Survey have given approval to use map.
- (b) Asset List – clarification of location of mower from 2015. Dist Cllr Whatley stated it was being used by a resident to cut the Memorial Site.
- (c) Memorial crosses & Service – crosses are purchased from the Royal British Legion at £3 each. Agreed to purchase thirty. Cllr Lewis advised that the service is to be taken by Sally Knowles. Cllr Mansell and Cllr Ormerod are to scrub the memorials.
- (d) Village Signs – Suckley signs similar to the Longley Green signs. Location will need consideration as the current one on Knightwick Road isn't visible. One from Cradley is also needed – the brook is the boundary. Cllr Gray proposes to order signs at £1,500 inc VAT or less. Seconded by Cllr Philpotts and Cllr Ormerod.
- (e) Roll of Honour – relocation. It is currently with The Hill Trust along with a portrait of Queen Elizabeth II. They are not wanted in the church so both will be relocated in the pavilion.
- (f) Lottery – proceeds could be approx. £2,500 to £3,000 a year and ringfenced for the playing field. It would need to be online. Cllr Gray to gather more details.
- (g) History Society – Cllr Lewis suggests the village needs representation. Its unclear if the History Society is still going and if so where do they meet. Sue Fellowes has not yet responded to communication.

- (h) Parish Survey – Cllr Gray proposes a separate meeting to discuss producing a survey as its eleven years since the last one. It will need a lot of thought and might be best to undertake after Christmas. Cllr Gray will organise one when Cllr Mansell returns.
- (i) Community Shop – the current owners are intending to close the shop and post office at Longley Green. Suckley is spread out and there are no suitable sites for a community shop.
- (j) Suckley Good Neighbour Scheme – the parish council expressed its thanks for its support over the years. Cllr Lewis is going to seek a proposer to request funding for the telephone line. See last item in 102/23 (a)

## **102/23 FINANCE**

The following payments to be approved:-

### **(a) Gen Fund:**

Zurich Insurance £1105.78 for 01/10/23 to 30/09/2024

Proposed by Cllr Savage, seconded by Cllr Ormerod and unanimous.

L Butler £1,373.20 – clerks salary July & Aug 2023

Proposed by Cllr Savage, seconded by Cllr Lewis and unanimous.

HMRC - £225.60 tax July – Sep 2023

Proposed by Cllr Savage, seconded by Cllr Ormerod and unanimous.

PCC of Suckley £30.00 meeting 11/09/2023

Proposed by Cllr Savage, seconded by Cllr Ormerod and unanimous.

Malvern Hills DC £50 – uncontested election May 2023

Proposed by Cllr Ormerod, seconded by Cllr Gray and unanimous.

The Telephone Number Company - £72

Deferred to next meeting

With the exception of the last item all payments were approved.

### **(b) Playing Field**

Smart Cut £348.00 Cutting on 25<sup>th</sup> & 26<sup>th</sup> July

Smart Cut £120.00 Cutting on 9<sup>th</sup> Aug

EDF [for info](#) – £47.39 in credit (at 25/07/2023) due to government cap payment

Credit noted

WaterPlus D/D for June, July & August 2023 - £11.14 x 3

Malvern Hills DC £32.00 Bulky waste collection

S Gray £30 – reimbursement for copy of deeds

Bromyard Tool Hire - £153.60 for roller hire

Adam Cross – £ 73.00 & £105.00 - Mole control

Duane Berry - £587.00 work on manhole & septic tank

NA Mifflin - £1,290 door and windows

All payments paid on proposal of Cllr Ormerod, seconded by Cllr Savage and unanimous.

## **103/23 MATTERS FOR FUTURE AGENDA**

Village Trail

Notice Boards – Highway verge in Longley Green

Councillors Roles

**Next Parish Council Meeting: Monday 13<sup>th</sup> November 2023 at 7.00 pm in Suckley Parish Church**