

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting
held at Severn Stoke Parish Hall, 11th March 2020 at 7.30pm**

Present: Cllr Watkins (Chair) Cllrs Preston (Deputy), Cox, Garrard, Hadley, Hodson, Keating-Nash, Seward, Sturgess and Williams. DCllrs Harrison and Michael. CCllr Middleborough.

In attendance: Mrs L Stevens (Clerk and RFO). 17 members of the public, all providing a local postcode.

Resident Question Time

Residents intimated that they would appreciate the meeting being opened for general discussion at those items concerning flooding and drainage. Resident raised a question concerning traffic speeding in the vicinity of Croome public entrance and the London Arch – scheduled for discussion later in the agenda.

1 To consider apologies and to approve reasons for absence.

DCllrs Harrison and Michael apologies for likely delayed attendance due to District Council training.

2 Declarations of Interest, dispensations and points of order. Nil new.

3 Minutes of previous meeting - Wed 15th January 2020

Previously distributed and duly approved. Prp: Cllr Gerrard. Scnd: Cllr Williams.

The outgoing Clerk submitted via email the following information, gratefully received by Cllrs.

- Pysmian chased re repair of light in Knights Hill, now done.
- Contacted EON as we haven't had any invoices, annually April.
- Updating information web pages including vacancy of a Cllr.
- Various emails circulated from MHDC re recent flooding. Assisted Cllr Harrison in fetching sandbags.
- Email exchange with FLAG rep - recent flooding has postponed progress.
- Highways – Matters outstanding have been raised again with Hannah Davies at WCC. 1) Flooding in field opposite Madge Hill/The Lodge, meeting with WCC was arranged but now postponed. 2) Bollards for Kinnersley grass area. 3) Railing and bollard damage on first elevated section of footpath.

4 Co-option of a Parish Councillor – MHDC had previously informed that the period has expired for parishioners to ask for an election and that they Parish Council can proceed with Co-option process.

Notices inviting candidates for co-option had been displayed with no applicants coming forward by the deadline (11/03). Meeting on 18th March cancelled. Cllrs will consider next steps.

DCllrs Harrison and Michael entered the meeting at this point.

5 Staffing Committee report on appointment of new Parish Clerk, Mrs Lisa Stevens

Cllr Seward (chair), Cllr Watkins & Cllr Cox

The Staffing Committee met on 15th Jan 2020 following the main Parish Council meeting and considered the four applications submitted for the post of Parish Clerk following Lorna Gower's resignation. The committee shortlisted the list to two applicants based primarily upon experience and they were each asked to attend an interview with the committee on the 20th Jan 2020. Following the interviews an offer of part-time employment (6 hours per week) was made to Lisa Stevens as Clerk to Severn Stoke & Croome D'Abitot Parish Council. The offer was accepted, and Lisa took up the post from 1st March 2020. Contract prepared and issued. Handover conducted.

6 Councillors' Reports

County Cllr Middlebrough – The new buses are not receiving enough passengers to make this viable beyond the current funding until August 2020. Please encourage anyone to use the bus service. New Parkway Station is fully operational and run by GWR. Please note no cash payments at the car park.

Worcestershire County Council support to flood victims:

http://www.worcestershire.gov.uk/info/20236/flood_risk_management/1043/flood_emergency_advice

County Council is working on an emergency package of support to help communities to recover from flooding. £250k is available to community groups and those coordinating local activities to help communities recover. Whilst this fund not aimed at individuals or businesses (the district council is handling individual claims for these), assurances were given that Severn Stoke, Uckinghall, Kempsey and Upton will be communities eligible for this funding, particularly village halls etc. More info to follow.

DCllrs Harrison & Michael – 5-7 tonnes of debris has been cleared after the recent floods. Thanks to County & District Council, SARA and many local volunteers and residents. Water was reported to still be rising in Clifton but the risk of flooding is low (natural land drainage flap is open and surface run off water can exit the area). The bund at Clifton has been extended and raised by a resident to save the hamlet from future flooding. During recent floods, high waters on surrounding land at Clifton caused the flap valve to remain closed. Water continued to rise within the lower part of the hamlet but no properties were at risk of flooding. Eventually the 'flap valve' opened and the water drained effectively. The churchyard and debris/straw on the roads at Severn Stoke have been cleared by MHDC. The Hall was assessed today for damage but no report was available at the meeting. The Clerk was advised to make contact with 'Community First', who offer advice reference community building repairs. Empty sandbags and stocks of sand remain available for public use at Kempsey Community Centre – bags can be obtained from DCllr Harrison.

Government package of support to flood victims, handled via District Councils:

<https://www.malvern hills.gov.uk/environmental-health/flooding-and-land-drainage/flood-support>

Depending on the amount of flooding and damage caused residents/businesses may qualify for: 100% Council Tax discount for at least three months; 100% Business Rates Relief for at least three months; £500 financial hardship payment; £2,500 for small/medium sized businesses suffering severe uninsurable losses. Funding forms are now available to people to apply for Government flood relief funds. These claims are being handled by the district councils.

7 & 8. Recent flooding and drainage

At this point in the meeting, standing orders were suspended and the public were invited to speak.

Cllrs **proposed and agreed** £100 donation to SARA as a thank you. Prp: Cllr Sewerd. Scnd: Cllr Halling.

DCllr Harrison noted the following issues had been reported and resolved:

- blocked land drainage pipe (rear of stoke gardens) causing water to run on to road Madge Hill.
- blocked ditch on the road running up to Meadow Hill House.
- blocked gullies down the A38. (Also a litter pick had been conducted)

Q) R.G. resident – Ref Sandford A38, if the grass verge was higher, the road would not be so vulnerable to flooding. A resident was invited to send photos to DCllr Harrison. *Note post meeting: The following additional information was provided by resident: Photos showed the water level with the top of the grass verge. It is suggested that if the water had continued to rise, it would have resulted in more serious flooding of the A38 and also the properties at Sandford. The verge in the photos is suggested to be significantly lower than it is about 20yards closer to Severn Stoke. A site visit was set up with H.D (WCC) in order to begin to explore whether a higher verge might reduce the flood risk to the A38 and what level of impact this might have elsewhere in the area - subsequently cancelled due to the coronavirus outbreak.*

Cllrs thanked DCllrs Harrison and Michael for their efforts during the floods.

9 Planning - to consider, comment and resolve to respond to the following applications

Application: 20/00095/FUL. Officer: Karen Wightman MHDC 01684 862365

Location: Properties Cedar Lodge And Coventry Barn Severn Stoke Land

Proposal: Coventry barn - conversion into single residential unit. Cedar Lodge - demolition of existing dwelling (Cedar Lodge) and erection of replacement dwelling.

- Parish Cllrs noted that higher tier authorities had flood concerns in relation to climate change and that previous advisory notes in relation to future flood events/potential are not included or noted in this application. **Cllrs had no objection or comment to make.**

Application: 19/01824/OUT. Officer: Hayley Jones MHDC 01684 862241

Location: 50 Kinnersley, Severn Stoke, Worcester, WR8 9JR

Proposal: Outline application for five dwellings with all matters reserved except for access and installation of a public/ community ULEV Rapid Charge facility.

- Parish Cllrs noted higher tier drainage concerns in relation to soak away proposals and stated their own concerns that the site is well known for having poor drainage. Cllrs also expressed concerns that: there may be a historical covenant guiding use of the site; no public pathway, no village facilities; would encourage/rely on car use, and; proposals for public charging facilities are not well thought out. It was noted that the application includes homes for self build, which are in short supply in the district. **Cllrs voted unanimously to ask for rejection.** Prp: Cllr Cox. Scnd: Cllr Hodson.

Cllr also noted the publication that day of:

- **20-00228-SCR** Screening Opinion for Severn Stoke Flood Alleviation Scheme. This document suite is not open to general consultation, but the Clerk was **instructed** to forward to Cllrs in order to gather opinion. Cllr Watkins noted that bunds installed at an incorrect angle can cause significant bank erosion further downstream and that the erosion at Clifton and beyond may be caused by just these circumstances.

Update on the following applications:

Application	Property	Detail	Action
19/01852/FUL	Access track From C2105 Dunstall To Defford Aerodrome	Erection of a ground mounted solar farm, ancillary infrastructure, access tracks, underground cables and grid connection substation.	Pending MHDC Decision. PC submitted comment re turn left leaving and using A4104 as the route in and out.
20/00050/CM	Site adjacent to Croome Composting	Proposed waste wood, soil and stone recycling facility and expansion of existing composting facility	Pending MHDC Decision. PC submitted comment re the use of Defford Countrywide as access and not Rebecca Road.
20/00013/FUL	Orchard House, Kinnersley	Variation of Condition 1 of 18/01253/FUL for 7 dwellings	Pending MHDC Decision. Recommended for approval.
20/00036/HP	10 Knights Hill, Severn Stoke.	Retrospective application for erection of car port and store.	Approved upon appeal subject to certain conditions regarding retention of the hedge.

Clerk

Clerk

Clerk

10 Parking on village green area in Kinnersley
 Cllr Cox reported that the bollards have been installed. Residents have expressed thanks.

11 Community speed concern, incl. a. High Green VAS b. Community speed watch training
 a. Cllr Garrard reported data from the VAS in High Green. Since December 2019, number of vehicles : 14,296 (M5 to Croome direction) and 8527 (Croome to M5 direction). Top speed - 55mph, 10.30pm. At the request of a resident Cllrs discussed the option to move the VAS to between the London Arch and the entrance to Croome NT. CCllr Middlebrough **agreed** to book this in.

The following item was debated at the end of the meeting but is recorded here for topic consistency. Speeding in vicinity of 1 and 3 Kinnersley – Cllrs debated the desirability of extending the 40mph limit up to the 30mph (entering Kinnersley from the A38 direction) and of requesting speed monitoring to support. Residents would prefer speed monitoring to be conducted closer to the hill and the sharp sweep off of the A38, to better allow monitoring of speeding near the narrow blind corner and concealed entrances. Cllrs understood that this would not be possible due to proximity to existing speed signs. Residents also requested separate signage to alert motorists to the sharp bend and concealed entrances. CCllr Middlebrough to assist in these requests.

b. Cllr Keating-Nash and Severn Stoke resident JG asked to be involved in the scheme once the initial set of volunteers have completed the training. The Clerk was **instructed** to chase up a training date.
Note post meeting – due to coronavirus, all training is on hold until further notice. Cllrs also reiterated that it would be desirable to set up a community speed watch at Severn Stoke. The Clerk was **instructed** to follow up recent traffic survey results at Severn Stoke from the Safer Roads Partnership.

12 SWDP Parish Council review meeting 31st March (details previously circulated) – no comment.

13 Street light and verge outside 1 and 2 Knights Hill
 The previous Clerk had contacted Prysmian re repair of light in Knights Hill, which has now been done. Cllrs reported that this light was still flashing and **instructed** the Clerk to re-report. The previous Clerk had also contacted EON regarding lack of any invoices, which will now be issued annually in April.

- 14 Group/Committee updates**
- a. **Parish Hall committee** – Cllrs gave information ref abandoned, flooded car in hall carpark.
 - b. **Severn Stoke Flood Action Group** – Progress halted during floods. Flag reps hoped to meet shortly with experts ref the screening opinion. A planned drop-in session organised by the EA on 31st March has been postponed and instead will be conducted via posters and leaflets. Current intention is for the bund to be started in autumn 2020 and completed autumn 2021. It was also noted that the tenants/landowners/Merchant Ventures may not have not been properly kept informed by eternal parties or provided notice to quit and that compulsory purchase procedures would need to be allowed for.
 - c. **Tarmac Liaison Group** – 25th March next meeting. Venue: tbc. No current extraction due to flooding.
 - d. **Croome Liaison Group** – waiting for meeting dates. List of public events was passed to Clerk.
 - e. **Police reports** – one incidence of theft reported
 - f. **Lengthsman update** - SB has had his hip replaced but is recuperating very well and is intending to undertake some hours in March. He is also happy to continue for the next financial year.
 - g. **Highways** - Matters outstanding have been raised with Hannah Davies at WCC. 1) Flooding in field opposite Madge Hill/The Lodge, meeting with WCC was arranged but now postponed. Cllr Harrison to rearrange. 2) Railing/bollard damage on first elevated section of footpath. Clerk to keep chasing.

- 15 General Finance and Administration**
- a. **To consider and motion to approve the payment of outstanding accounts. Appendix 1. Duly approved.** Additional payment of reimbursement of expenses presented to the Council at meeting, on the occasion of the Parish Clerk Lorna leaving employment. Totaling £43.00. An additional expense may be submitted at a future meeting if the receipt can be found. Prp: Cllr Cox. Scnd: Cllr Preston.
 - b. **To receive and motion to accept latest Bank Reconciliation Jan 2020. Duly approved.**
 - c. **Review of updated Code of Conduct (CALC advised version). Motion to accept. Duly approved.**
 - d. **Urgent decision** - Decision by Staffing Committee to purchase a new laptop for the new parish clerk. Purchased and set up and all information transferred. **Duly approved.**
 - e. **Additional information to note:** Clerk informed MHDC of precept by email on 27th January 2020. MHDC acknowledged receipt of this. Monthly real-time reporting to HMRC being done by previous Clerk until new program can be downloaded after 5 April 2020.

- 16 Correspondence, dates for diary, items for future agenda.**
- Cllrs noted that a hedge on the northside of Knightshill is too high.
 - Cllrs noted that a dead tree is posing a hazard at 2 Knights Hill. DCllr Michael to assist.
 - Clerk to contact all on parish council email address and ensure GDPR complied with.
 - Item for next agenda – defibrillator at Severn Stoke.

Date of next Severn Stoke & Croome D’Abitot Parish Council meeting – 20th May 2020, 7pm.
Previously published as 18/05/2020 Parish Council AGM. Subject to change. Please check before attending.

Signed ChairmanDate

CCllr

Clerk

Clerk


Clerk

DCllr

Clerk

Clerk
 Clerk
 DCllr
 Clerk

Important Notices

<p>FIRST PORT OF CALL for local residents/businesses</p> <p>We can signpost, listen and team you up with support.</p>	<p>Severn Stoke and Croome d'A Parish Council: 01905 820956 / 07950256363 Severnstokeandcda@btinternet.com</p> <p>Malvern Hills District Councillor David Harrison: 01905 828107 david.harrison@malvernhillssdc.net</p> <p>Malvern Hills District Councillor John Michael: 01905 820966 John.michael@malvernhillssdc.net</p> <p>Worcestershire County Councillor Paul Middlebrough: 01905 821732 pmiddlebrough@worcestershire.gov.uk</p>
<p style="text-align: center;">Flooding</p>	<p>Worcestershire County Council Flood Advice: Tel: 01905 845676. https://www.worcestershire.gov.uk/info/20236/flood_risk_management/1043/flood_emergency_advice</p> <p>Malvern Hills Flood Advice https://www.malvernhillssdc.gov.uk/environmental-health/flooding-and-land-drainage/flood-support</p> <p>National Flood Forum Tel: <u>01299 403 055</u>. Charity that offers advice/support to people affected by flooding.</p>
<p style="text-align: center;">Coronavirus</p>	<p>Worcestershire County Council Coronavirus advice: http://www.worcestershire.gov.uk/coronavirus</p> <p>WCC Here to Help campaign:</p> <p style="text-align: center;">  </p> <p>http://www.worcestershire.gov.uk/here2help</p> <p>Here2Help is a community action response to Coronavirus (COVID-19) A phone number has been set up to help those who can't access the internet, to help them fill out the form. The dedicated number is: 01905 768053. This can be used Monday to Sunday between 8am and 8pm.</p> <p>Malvern Hills Coronavirus advice: https://www.malvernhillssdc.gov.uk/covid-19-update</p>
<p style="text-align: center;">Coronavirus</p> <p style="text-align: center;">Kempsey, Norton, Severn Stoke Parishes only</p>	<p style="text-align: center;"><u>Sevenside COVID Support (SCS) – Reaching out to the community</u></p> <p>Offers a regular welfare phone call, help with essential tasks, help with urgent supplies, help with prescription collection. Call 01905 820057 / 0793603495 http://www.sevensideparishes.co.uk/ and fill in the SCS form</p> <p style="text-align: right;">Project supported by MHDC, WCC and Kempsey Parish Council</p> <p>Local villages also have their own individual support networks. Contact your Parish Council to be put in touch with these.</p>