

**Minutes of Severn Stoke & Croome d’Abitot Parish Council Meeting
Wednesday 16th September 2020 at 7.00pm**

**ONLINE MEETING
OPEN TO RESIDENTS OF SEVERN STOKE PARISH**

Present: Cllr Watkins (Chair) Cllrs Preston (Deputy), Cox, Faulkner, Garrard, Halling, O’Loughlin, Seward and Williams.

DClIr Harrison, CClIr Middleborough

In Attendance: Mrs L Stevens (Clerk and RFO). Two members of the public (residency confirmed): RA, NS.

Part 1 Resident Question Time

Part 2 Agenda Items

1 To consider apologies and to approve reasons for absence.

Cllr Eileen Hadley (IT equipment), DClIr Michael, Cllrs Breslin & Sturgess (working commitments).

2 Declarations of Interest, dispensations and points of order.

3 Minutes of previous meeting - Wed 15th July 2020

Previously distributed and duly approved. Prps: RH. Scnd: SF

4 & 5 Councillors’ Reports

County Cllr Middlebrough

Meeting reports from WCC internal GOLD meeting in respect of COVID 19 continue to be distributed by the Clerk. Concern regarding the rise in Covid19 cases across the UK, though death rates remain exceedingly low. Care homes are once again closed to visitors. Recycling rates have increased since March 2020, with household recycling centres receiving 14,000 tonnes over and above normal. Upton and Worcester libraries are open again. Update on county council planning applications, including the proposed water sports lake at Upton (20/000009/CM and 20/000015/CM) and the new roundabout proposed for the A38/A4104 junction (20/000032/REG3). In relation to dangerous parking at Croome Arch, members of the public are encouraged to submit evidence captured by dashcams via Operation Snap. Supported by Brake (the road safety charity), and Cycling UK (the national cycling charity), the secure online platform allows members of the public to submit digital footage showing potential traffic offences direct to West Mercia Police. <https://www.westmercia.police.uk/police-forces/west-mercia-police/areas/west-mercia/campaigns/campaigns/2019/operation-snap/>

DClIr Harrison

Update on planning including enforcement notice action in Kinnersley and planning app 20/00668/FUL Construction of permanent flood defence for the village of Severn Stoke with associated earthworks. Highways have attended and cleaned the drains at the Rose and Crown. Traffic updates included potential disruption due to overnight lane closures along the M5 junction 8 for electrical cable works, running up until 17th October 2020.

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

i 20/00668/FUL. Construction of permanent flood defence for the village of Severn Stoke with associated earthworks. Land At (Os 8554 4404), Church Lane, Severn Stoke, WR8 9JQ.

a) To note an Environment Agency site visit 18th Sept 2pm. This meeting will now be conducted online due to tightened covid restrictions.

b) Comments and discussion in advance. Parish Council letters to WCC and MHDC ref flood bund – update on response. Cllr Preston and the Clerk reported that there had been no response to these letters. Clerk to chase.

Clerk

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting
Wednesday 16th September 2020 at 7.00pm**

- ii **Appeal APP/J1860/W/20/3256399 ref to 19/01824/OUT Outline application for five dwellings with all matters reserved except for access and installation of a public/community ULEV Rapid Charge facility. 50 Kinnersley Severn Stoke Worcester WR8 9JR. Deadline: 18th Sept 2020**
 - a) To consider this appeal and resolve to respond. Cllrs expressed concern that the appeal does not appear to improve the argument nor change the initial assessment of Not Supported. Cllrs had reviewed the appeal but after consideration **agreed** that the application should remain unsupported and resolved that the draft response previously compiled and distributed should be submitted to the Planning Inspectorate. Prps: PP. Scnd: NC. Clerk
 - b) Blocked ditch and enforcement update. DCllr Harrison had previously noted that the details of this enforcement were confidential at present.

- iii **20/01219/CLE Application for a Lawful Development Certificate for the existing use as an independent dwelling house. Annexe at the Cottage Sandford Severn Stoke Worcester WR8 9JE.**
Cllrs had no comments to make

- iv **6th August Gov draft proposed reforms of the planning system for England. "Planning for the Future". Consultation ends 29 October 2020.**
The Clerk was **instructed** to check the deadline as there may be more than one document suite Clerk

- v **20/01069/HP 20 Kinnersley Severn Stoke Worcester WR8 9JR, Proposed summer house/hot tub.**
Cllrs had no comments to make.

- vi **20/01031/HP Bankside Madge Hill Severn Stoke Worcester WR8 9JN Replacement garage.**
Cllrs had no comments to make

- vii **Update on the following planning applications:**

Application	Property	Detail	Update
20/00717/CU	Kerswell House Kerswell Green Worcester WR5 3PF	Change of use of land for the siting of two holiday log cabins.	Parish Council objected on basis of proposed entrance route. Application has since provided clarification on proposed entrance from south. Pending decision from MHDC.
19/01852/FUL	Croome Airfield Solar Limited. Ground mounted solar farm, Dunstall to Defford Aerodrome	Erection of a ground mounted solar farm associated works and ancillary infrastructure.	March 2020 - Comment submitted by PC ref 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.	Decision – approved by MHDC. MHDC requested further info. Comment submitted by PC re use of Defford Countryside as access and not Rebecca Road. Withdrawn by the Applicant on 29 July 2020. Applicant is working on amended proposal and may submit a new application shortly.
20/00095/FUL and 20/00096/LB	Cedar Lodge and Coventry Barn, Severn Stoke	Conversion works to Coventry Barn, internal and external alterations and demolition of part Listed Building known as Cedar Lodge. / Conversion of Coventry Barn into single residential unit and construction of one dwelling.	No comment from PC. Withdrawn by the Applicant on 2 June 2020.
20/000015/CM and 20/000009/CM	Ryall North Quarry, Land off Ryall's Court Lane, Holly Green, Upton-upon-Severn, WR8 0PF	Proposed minerals extraction of 1.4 million tonnes of sand and gravel, erection of a temporary wharf, progressive restoration to landscaped lake / Proposed extraction of aggregates, restoration to Agriculture and lake suitable for watersports	No comment from PC. General concerns as to entrance visibility splay and speed restrictions will be addressed by Highways.

7

Highways, footpaths & infrastructure – discuss and formulate Motions not requiring written notice

- a Hedge onto A38 from Stonnall Close encroaching footpath.**
The Clerk is chasing with the Housing Association (Platform, part of Fortis). Resident has not complained to the parish council. Hedge is now obstructing the public footpath and the Clerk was **instructed** to re-report
Clerk
- b Hedge (eastern side of A38 between Stoke Gardens and Madge Hill Lane, Severn Hill and Broadacre vegetation causing an obstruction.** Reported to Worcestershire County Council.
- c Conifer hedge (A38/path), Clifton** – Letter sent advising of difficulties for pedestrians. Highways has also attended 'in person' and instructed the resident to cut the hedge within four weeks.
- d Footpath and white railings A38 Severn Stoke, condition of.** including pedestrian footpath on the eastern side of the A38 between Stoke Gardens and Madge Hill Lane. Reported to WCC, who confirm a contractor has been notified.
- e Footpath, A38 between Clifton and Severn Stoke, condition of.**
CCllr Middlebrough has asked for the path along the entire route of the A38 in the parish to be rediscovered. The Clerk was **instructed** to ask the Lengthsman to look at the condition of the path alongside the bus shelter at Clifton.
Clerk
- f Grass Stonnall Close (Calor gas location)**
DCllr Harrison **agreed** to obtain information in writing that the contractors have been properly appointed to care for this site.
DCllr Harrison
- g Old cricket pavilion, Severn Stoke.**
The Clerk had written to P.W (Agent) and ask that the premises be made more secure. Quotations are being sought by the Agent at this time, with a view to making safe asap. Clerk to chase.
Clerk
- h Streetlight disturbance Knights Hill.**
Residents at number 20 had reported that the streetlight is too bright and disrupts sleep. Cllrs considered the following 3 options submitted by M.Colston of Prysmian Group.
1. Remove the light completely
2. Black out (paint) the plastic bowl to the back and side. This will remove the light at the cul de sac entrance and any back light going up the cul de sac. £80 + VAT
3. Replace lantern with an LED unit much more focused on the road. £250 + VAT
The contractor had noted that the light has been in this position well over 20 years. Also, that the lamp that is used in this light is no longer available so if it fails in the future, the parish council would have to fund an LED replacement. Cllrs had been to inspect the light. Cllrs noted that the light does seem very bright (when compared to others), with most of the light coming from the back of the lamp, where the bulb is positioned. Cllrs considered and **agreed** that it was better to replace the entire unit at this time, rather than black out the casing and then have to replace the entire unit in the future anyway. The Clerk confirmed funds were available. Prps: GS. Scnd: SF.
Clerk
- i Corner nr Croome Arch – dangerous parking and damaged road surface.**
The Clerk had reported this. CCllr Middlebrough confirmed that plainings have been scheduled to be placed down and advised the parish council to pursue this with the police, which has now been done by the Clerk. Site visit arranged with Highways. National Trust has been keep informed by the Clerk
- j Salt order deadline 1st October 2020 through WCC. (1 tonne bags).**
No green salt bins are owned by the parish council and so no salt refills are required.
- k Loose slab in front of High Green noticeboard**
The Clerk is to liaise with Kempsey Parish Council as they also have a similar issue and a contractor could potentially be shared. Cllr Williams **agreed** to go and have a look to assess.
Clerk
Cllr Williams

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting
Wednesday 16th September 2020 at 7.00pm**

- 8 Community speed concern**
- a Community speed watch training** – Assurance has been received by the Clerk that this scheme is still valid and will remain on hold until the virus has receded, allowing residents to undertake training
 - b Progress with new signage to alert motorists to sharp bend and concealed entrances A38 to Kinnersley.** Clerk
WCC Officer H.Davis has **agreed** to conduct a site visit.
 - c High Green VAS.** Clerk
Report and statistics provided. Cllr Garrard to provide stats via email to Clerk. Cllr discussed provision of a new VAS for Severn Stoke and Clifton and **instructed** the Clerk to seek quotes.
- 9 Group/Committee updates**
- a Parish Hall committee** – no update available.
 - b Severn Stoke Flood Action Group** – covered previously
 - c Tarmac Liaison Group** – Site not operating at present. Staff furloughed.
 - d Croome Liaison Group** – waiting for meeting dates
 - e Police reports** – no update available
 - f Lengthsman update** Clerk
– Hedge near the Clifton Bus Stop has been cut. Path at this location to be checked and tidied ref grass overgrowth. The Lengthsman had supported an option to replace the stolen VAS in Severn Stoke.
- 10 General Finance and Administration**
- a To consider and motion to approve the payment of accounts made in the previous month** (August 2020. NB Parish Council meets every other month). Appendix 1. Duly **approved**. Prps: GS. Scnd: PP
 - b To consider and motion to approve the payment of outstanding accounts September 2020.** Appendix 2. Duly **approved**. Prps: SW. Scnd: RW
 - c To receive and motion to accept latest bank reconciliation and quarter 2 report.** Duly **approved**. Prps: PP. Scnd: GS
 - d Update on annual audit – External auditors have accepted the parish council certificate of exemption.** Next action: 30th November 2020 – Deadline for website publication of final, audited accounts, including comments received back from PKF Littlejohn. (Nb. moved from 30 September (non covid year). Clerk
 - e Staffing Committee update - end of Clerk probationary period.** Clerk
Cllrs congratulated the Clerk on successfully completing her probation period and thanked her for diligent work. Cllrs requested that minutes be distributed earlier so that Cllrs can complete their agreed actions
 - f Communications.** Cllr Cox
Residents have made the suggestion that a parish council monthly update is included in Klinks magazine. Cllr Cox volunteered to find out costs and help precis the minutes appropriately.
- 11 Correspondence, dates for diary, items for future agenda.**
- a Website Accessibility regulations** come into force on the 23rd September 2020. Clerk
those Parishes that use the My Parishes webpages, WCC have previously confirmed that these will be compliant. However, documents will still need to be re-entered in an accessible format. Clerk estimates 6 hours of time to complete this.
 - b Mobile library service** has started again. Timetable on https://www.worcestershire.gov.uk/info/20305/mobile_libraries and on the parish noticeboards.

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting
Wednesday 16th September 2020 at 7.00pm**

- c Road closure C2105 Quay Lane to High Green, Severn Stoke, for duct clearance. Commencing 5th Oct for 3 days.

Next Parish Council meeting - Wed 18th Nov 2020, 7.30pm, Zoom online meeting.

Subject to change. Please check before attending.

Signed ChairmanDate

Appendix 1. Items already paid via online banking AUGUST 2020 (month where no parish council meeting occurred. (Approved under previous agenda or required payment under contract monthly):

Mr Simon Bott	Lengthsman. July 2020. Paid 11/08/2020. Cllrs approved via email.	£208.00 Claimed back from WCC	VAT nil
Mr Simon Bott	Mowing Parish Hall July 2020. Paid 11/08/2020. Cllrs approved via email.	£30.00	VAT nil
Mr Simon Bott	Mowing Severn stoke verges July 2020. Paid 11/08/2020. Cllrs approved via email.	£15.00	VAT nil
Mr Simon Bott	Lengthsman. August 2020. Paid 28/08/2020.	£208.00 Claimed back from WCC	VAT nil
Mr Simon Bott	Mowing Parish Hall Aug 2020. Paid 28/08/2020. Cllrs approved via email.	£30.00	VAT nil
Clerk expenses	£14.39 (Zoom August 2020) + Shredding £21 (Storage King) + £3.70 postage.	£39.09	

Appendix 2. Item for payment September 2020:

Society of Merchant Venturers as Endowment Trustee for St Monica Trust c/o Savills (UK) Ltd	Invoice received for £453.6. £40 reduction requested on basis of flooded premises for Feb/March 2020.	No more than £453.60	VAT £75.60
Clerk Wages	Standing Order - Wages August 2020.	£294.16	VAT nil. Scheduled for payment end of Sept 2020 via standing order.
Clerk expenses: postage and Zoom membership	£14.39 (zoom Sept 2020) plus postage, stationery and mileage.	£33.43	Scheduled for payment 28 th September 2020

-end-