

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

**Present:** Cllr Watkins (Chair), Cllr Preston (Deputy), Cllrs Cox, Faulkner, Garrard, Seward, Sturgess and Williams.  
DCllrs Harrison and Michael, CClr Middlebrough.

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

**Part 1** **Resident Question Time** – nil questions.

**Part 2** **Agenda Items**

**1** **To consider apologies and to approve reasons for absence.**

Cllr Eileen Hadley (IT equipment), Cllrs Breslin, Halling and O'Loughlin (working commitments).

**2** **Declarations of Interest, dispensations and points of order.**

**3** **Minutes of previous meeting - Wed 16th September 2020**

Previously distributed and duly approved. One amendment regarding attendance.  
Prps: GS. Scnd: pp

**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. County and district councils continue to jointly top up central gov funding for vulnerable people (including school meals) during pandemic, with provision being planned up to Easter 2021. Libraries are still open, albeit with reduced hours. Household recycling centres have remained open and Highways services are being maintained. Covid cases are higher in urban areas and a publicity campaign and wardens are in place to inspire lockdown compliance. CClr Middlebrough to check why deaths are no longer recorded in the County Hall Gold Command reports.

Cllr M

- Previous £6,000 flood grant is being increased to £18,000. Parish Council must submit a bid for this, stating how the money will be spent. Cllr Middlebrough will provide details of the criteria.
- Progress with roundabout (A38/A4104) is paused whilst archaeological excavations take place. Project is going to Planning Committee in Feb 2021, with the aim to start work in March 2021 with a 30 week build.
- CClr allocation funding for parish council projects has been agreed with HD, Highways Officer at WCC. Parish Cllrs expressed gratitude and Clerk to confirm list with CClr Middlebrough.
- Rediscovering of footpath along A38 will hopefully be scheduled for after April 2021.
- Thanks to CIC for hard work re flood defence application.

Cllr M

Clerk

**DCllrs**

DCllr Michael expressed thanks to CIC. • Hedge (A38/Stonall Close) has been chased up. Parish Cllrs noted that a local resident is the contractor for all nearby housing association hedges. • Public car parking revenues for MHDC have been more than anticipated this year, when the pandemic is considered.

DCllr Harrison seconded thanks to CIC and spoke of how the community will benefit from the scrutiny that the flood defence project has gone through up to this point. • Intervention with Croome National Trust team means that the litter bin at London Arch will be reinstalled shortly. This should deal with the significant amount of bagged dog waste being left in the area. • Some assistance and mediation given with regards to boundary disputes.

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting  
Wednesday 18<sup>th</sup> November 2020 at 7.30pm**

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**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.** MHDC approved planning permission 6<sup>th</sup> Nov 2020.  
*Next steps and snagging list*
  - a) Cllrs expressed pleasure that the application had been approved by Committee. Cllr Watkins noted that at a recent online meeting the planning officer could not answer questions relating to the clay core of the defences. Croome estate/land owners have yet to be contacted re purchase of land. Results of archaeology survey awaited with interest. CIC had no additional report to provide although it was noted that a number of planning conditions need to be discharged before further progress can be made.
  
- ii **20/01741/HP. 21 Kinnersley, Severn Stoke, Worcester, WR8 9JR. Single storey rear extension.** Deadline for comment 30th November
  - a) Cllrs had no comments to make.
  
- iii **Update on the following planning applications:**

Application	Property	Detail	Update
<b>Appeal APP/J1860/W/20/3256399 ref to 19/01824/OUT</b>	50 Kinnersley Severn Stoke Worcester WR8 9JR	Outline application for five dwellings with all matters reserved except for access.	Parish Council objected. Inspectorate rejected appeal 13/11/2020.
<b>20/01511/FUL</b>	Cedar Lodge, Severn Stoke, Worcester, WR8 9JA	Change of use of Cedar Lodge and Coventry Barn (Part of old School House) to 2 residential dwellings ref: 16/00076/FUL. Variation to condition 2.	<b>Current status:</b> This application is being determined by MHDC. Parish Cllrs had no comments to make. <b>DCllr Harrison noted that new plans included windows at first floor level. Parish Cllrs subsequently looked again at the plans and submitted generally observations to DCllr Harrison within the timelimit.</b>
<b>20/01572/FUL</b>	Butchers Farm Severn Stoke Worcester WR8 9JA	Proposed conversion of agricultural building to form ancillary living accommodation for dependent relatives and change of use to residential curtilage	<b>Current status:</b> being determined by MHDC. Cllrs had no comments to make. Believed to be outside of the 2011-2016 settlement boundary.
<b>20/01219/CLE</b>	Annexe at the Cottage Sandford Severn Stoke Worcester WR8 9JE.	Application for a Lawful Development Certificate for the existing use as an independent dwelling house.	<b>MHDC approved Oct 2020</b> and granted a certificate of lawfulness as being built more than ten years ago.
<b>20/00717/CU</b>	Kerswell House Kerswell Green Worcester WR5 3PF	Change of use of land for the siting of two holiday log cabins.	<b>MHDC approved Oct 2020.</b> Condition: Must use southern entrance for all purposes.
<b>20/000015/CM and 20/000009/CM</b>	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. Current status: being determined by WCC.

- iv. DCllr Harrison noted the following additional planning item

**20/00490/GPDQ - Notification for prior approval for the proposed change of use of an Agricultural Building to a dwelling house and for associated operational development.**

Application was refused by MHDC but has now been allowed by appeal, on the basis that historical use of the site can be reasonably proved and that no unreasonable increase in traffic would result from conversion into a home. DCllr Harrison noted that access to the site remains in doubt with access point/s potentially being either under ownership of Croome estate or neighbouring properties. The inspector had noted in his report "A number of interested parties raise concerns about rights of access. However, this is a private matter and not something considered under Class Q of the GPDO."

*Cllr Faulkner gave apologies and left the meeting at this point.*

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

- a Hedge onto A38 from Stonnall Close encroaching footpath.**  
DCllr Michael is chasing via Platform HG (previous known as Fortis) DCllr M
- b Conifer hedge (A38/path), Clifton –** Residents have dealt with hedge. Lengthsman has now been instructed to tidy the path and remove weeds.
- 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. This will be scheduled for April 2021.
- g Old cricket pavilion, Severn Stoke.**  
Agent is aware and will appoint contractors shortly.
- h Streetlight disturbance Knights Hill.**  
Unit 0003 has been replaced with an LED and resident has expressed satisfaction and confirmed that the light is no longer a nuisance. Invoice still outstanding and Clerk to chase. 0002 light bulb is not working correctly again – Clerk to report. Clerk
- i Corner nr Croome Arch – dangerous parking, damaged road surface and issue of accumulating dog waste upon NT removal of the dog waste bin.**  
CCllr Middlebrough to pay for knee rails and verge repair from his allocation fund. MHDC have provided additional dog waste signs. DCllr has arranged with National Trust that the bin be re-instated on the outside of the stile and ownership passed to Severn Stoke Parish Council. Confirmation received that Malvern Hills District Council will empty on a regular basis. Thanks to all.
- J Bin, (lay-by, A38 southbound) 'twixt Clifton and Severn Stoke. Replacement lid required.** Item suggested by Lengthsman. Clerk has looked into this. The type of bin installed has no lid option. It is a Glasdon Admiral. DCllr Harrison to check refuse schedule and ask for additional emptying. DCllr H
- k Litter and state of path along A38.**  
Clerk is exploring options for organising a litter pick. Highways are scheduling rediscovery of path along entire A38, courtesy of CCllr Middlebrough.
- l Loose slab in front of High Green noticeboard**  
This has been fixed and made stable. Thank you to the unknown volunteer.
- m AOB - Footpaths**  
Cllr Williams thanked County Hall for prompt work on the dangerous Kinnersley footpath and steps.

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**Community speed concern**

- a Community speed watch training –** Training to be resumed in Jan 2020.
- b New signage at sharp bend and concealed entrances A38 to Kinnersley.**  
Clerk and DCllr Michael conducted site visit with HD, WCC Highways. Clerk  
Subsequently CCllr Middlebrough agreed to fund new signage. CCllr M
- c High Green VAS.**  
Report and statistics provided. Between 16/09 and 18/11 25,000 vehicles with a max speed of 50mph and approx. 85% of all vehicles travelling above 30mph. Cllr Garrard to provide stats via email to Clerk. Cllr Garrard
- d New VAS for Severn stoke village and Clifton.**  
Clerk has sought quotes according to spec used for previous purchase. Swarco: £3252.00 excluding VAT. Spec was: -1 battery powered mobile VAS B-30r234-SD-BDH, -1 spare battery pack (22Ah battery and 10Ah battery), -1 mounting kit, with pst bracket and 2 post clips, -1 post fixing kit with brass padlock and Tamtorque tool, -1 site survey, -1 training session. Cllrs noted that if purchased, 4 batteries would be required.  
**Kinnersley –** Camera enforcement options are limited, Community Speed Watch scheme entered into and training planned in Jan 2021.

**High Green** – Camera enforcement options are limited, VAS in place. High Green VAS provides useful statistics and can support grant applications with ref to speed concern but may not be effective as a deterrent.

**Clifton** – Camera enforcement is the preferred option and this will continue to be pursued.

**Severn Stoke** – Community Speed Watch scheme is not an option due to lack of locations, camera enforcement was discontinued due to limited viable locations and reported complaints to Safer Road Partnership (SRP). Debate as to effectiveness of VAS and whether the previous parish council owned VAS (stolen in 2018) should be replaced. Possibly even a 5% reduction in speeding would make the expenditure worthwhile, particularly in this location where enforcement is not currently an option. No clear agreement. Further clarification required from Safer Roads Partnership, including results of previous speed traps. Further involvement from local policing team required and invite to next meeting. Cllrs agreed a survey of residents of Severn Stoke village to collate their concerns with regard to speeding. Clerk was instructed to ask SRP if they will reconsider enforcement if community feeling is strong enough.

Clerk

Cllr

Seward

**New speed limit roundels at the Severn Stoke A38 entrances to the village.**

Clerk conducted site visit with HD Highways and DCllr Michael. CCllr

- e Middlebrough assisting and funding two new roundels.

Clerk

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#### Group/Committee updates

a **Parish Hall committee**

The Hall has been assessed to be structurally unstable by separate structural engineers representing the Management Committee and Insurers. However lack of agreement on the cause of this instability, with insurers not accepting that the flooding was a contributory factor. Next steps are investigation of the roof space and foundations and an asbestos survey. An offer from Insurers to repair the hall does not include costs to address any structural issues. High probability that substantial fund raising would be required to return the current hall to a usable state. The Management Committee are to assess the need for such a community facility through a survey of the local community. Clerk to clarify ownership of hall and land.

Clerk

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**

– 2 ABS in Sept.

f **Lengthsman update**

Worcestershire County Council will be processing claims for all aspects of work completed within the Parish Lengthsman scheme during the lockdown. Risk assessment agreed between Clerk and Scheme. SB happy to keep working. SW, PP and GS approved continuation via email.

g **KLINKS**

Submissions are going well and feedback from residents is very positive. Cllrs agreed that this was a useful way of keeping residents uptodate.

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#### General Finance and Administration

- a **To consider and motion to approve the payment of accounts made in the previous month** (October 2020. NB Parish Council meets every other month). Appendix 1. Duly **approved**. Prps: GS. Scnd: NC

- b **To consider and motion to approve the payment of outstanding accounts November 2020**. Appendix 2. Duly **approved**. Prps: SW. Scnd: GS

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- c **To receive and motion to accept latest bank reconciliation.** Duly approved.  
Prps: RW. Scnd: NC
- d **Budget for 2021/2022.**  
Cllrs considered various scenarios including CPI rate increase (0.7%) which would raise the precept to £8965.00 pa. Hardships caused by Covid also considered. Precept is that portion of council tax allocated to the parish council by the district council. Cllrs felt that a request of £9,000 for 2021/2022 supported the draft budget presented. Prp: SW. Scnd: NC
- e **Appoint a finance Group as required by our Financial Regulation para 2.2**  
Deferred til next meeting as not all Cllrs were present.

Clerk

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**Correspondence, dates for diary, items for future agenda.**

- a **Water coming off field onto A38** – Clerk to re-report and arrange site visit. Add to next agenda.
- b **Superfast broadband** – CCllr Middlebrough to send details to Cllr Sturgess.
- c **Refuse collections** – collection times have changed. Pick up is from 6am due to staggered depot times.
- d To note that the Parish Clerk has applied for an electronic (xls) copy of the **Register of Electors 2021.**
- e **Libraries** will remain open during four week lockdown. Subject to volunteer availability, Library Service at Home book deliveries will be available for customers who are unable to visit their local library.

Clerk

**Next Parish Council meeting – 20<sup>th</sup> January 2020, 7.30pm, Zoom online meeting.**

*Subject to change. Please check before attending.*

Signed .....

**Chairman**

.....Date

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

Mr Simon Bott	Lengthsman Sept 2020. Cllrs approved via email. Paid 9 <sup>th</sup> Oct.	£208.00 Claimed back from WCC	VAT nil
Mr Simon Bott	Mowing Parish Hall September (SB0291) Paid 09/10/2020. & October 2020 (SB0296) Paid 27/10/2020.	£30 & £30	VAT nil
Royal British Legion	Royal British Legion. Poppy Appeal. Reimbursement. Clerk paid using her debit card. Paid 27/10/2020	£70.00	VAT nil
Clerk Wages	Standing Order - Wages Sept 2020.	£294.16	VAT nil. Scheduled for payment end of Oct 2020 via standing order.
Clerk expenses	October. (Zoom Oct 2020 £14.39). Stationery & Stamps. Paid 27/10/2020	£21.87	VAT £2.40
Society of Merchant Venturers as Endowment Trustee for St Monica Trust c/o Savills (UK) Ltd	Hall land hire. Paid 09/10/2020	£453.60	VAT £75.60

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**Appendix 2. Item for payment November 2020:**

Mr Simon Bott	Lengthsman October 2020. Cllr approved via email. <b>Paid 07/11/2020</b>	£208.00	VAT nil
Clerk Wages	Standing Order - Wages October 2020.	£294.16	VAT nil. Scheduled for payment end of Nov 2020 via standing order.
Clerk expenses	November: £14.39 (Zoom Nov 2020) and £9 Land Registry charges concerning land enquiries relating to at war memorial and verges relating to noticeboards.	£23.39	VAT £2.40  Scheduled for payment 28 <sup>th</sup> November 2020

**Appendix 3: Worcestershire County Council internal GOLD meeting, COVID 19. Meeting 57.  
Monday 16<sup>th</sup> November 2020. 5pm**

- The number of confirmed cases in the county have increased by 19% in the last 7 days.
- As of today, the rate stands at 243 cases per 100,000. The England rate is 247 per 100,000. The West Midlands rate is 344 per 100,000.
- Redditch District has the highest number of cases in Worcestershire. There are currently 344 cases per 100,000 in Redditch. Bromsgrove has 282 cases per 100,000, Wyre Forest 280, Worcester has 263; Wychavon 184; Malvern Hills has 109 cases per 100,000.
- We continue to be concerned by the rising number of positive cases that there are within people who are aged 60 and above.
- In the last 7 days there have been 1460 confirmed cases of coronavirus recorded in Worcestershire.
- The highest percentage of individuals testing positive in the week up to November 4 were in Redditch (11.4%) and in Bromsgrove (9.3%).
- We currently have good testing capacity in Worcestershire.
- Local test centres are being established in all districts. The centres in Worcester, Redditch, Pershore, Bromsgrove and Kidderminster are open. The site in Malvern will open later this month. Further details of the sites are listed below.
- The Council's drive-through test site for essential front-line workers is open and has capacity.
- There are 65 people in the county's hospitals with Covid-19 in Worcestershire. 8 people are in ITU.
- 25 care homes in Worcestershire have current outbreaks (more than 2 cases, linked in either time place or person). 9 homes are currently closed to new admissions due to Covid.
- School attendance is currently declining in Worcestershire. Our most recent figures show that 83.5% of pupils in the county have been in school.
- 61 schools and settings in the county currently have pupils and/or staff isolating due to closed bubbles or partial bubble. This equates to 6374 pupils currently isolating from a school population of more than 84,000.
- We have seen an increase in requests from schools for washable face coverings. It is now mandatory for all children in years 7 and above to wear face coverings in communal areas.

-end-