

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

Present: Cllr Watkins (Chair), Cllr Preston (Deputy), Cllrs Cox, Faulkner, Halling, Seward, Sturgess and Williams.
DCllrs Harrison and Michael (arriving after MHDC training). CClr Middleborough.

In Attendance: Mrs L Stevens (Clerk and RFO). Six members of the public (residency confirmed): RA, JG, MG, PP, PP, 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 & Garrard. One vacancy.
Clerk noted the resignation of Daniel O’Loughlin, due to working and family commitments. MHDC has been informed and the option to fill via election has been advertised. Cllrs joined in wishing Daniel well.
- 2 **Declarations of Interest, dispensations and points of order.** Nil.
- 3 **Minutes of previous meeting - Wed 18th November 2020**
Previously distributed and duly approved. Amendments attended to.
Prps: RH. Scnd: GS.
- 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. It was previously noted that ‘numbers of deaths’ are not included on these reports. This is because whilst health authorities know who has died whilst in their care, deaths at home suffer more delays in terms of stats and reporting.
 - The County Council continues to give support to schools.
 - Refuse centres are open and coping with demand.
 - County Council has set budget and their portion of council tax may be set to go up 2.5%, much of which will be ring fenced for adult social care.
- The order of the agenda varied slightly at this point, as the District Cllrs were delayed due to MHDC training. For consistency, their report is included here.**
- DCllrs David Harrison and John Michael**
- Current flood warnings discussed. Sandbags have been delivered to the Rose and Crown. Commendable community response in rallying round to provide assistance with filing sandbags.
- 6 **Planning - to consider, comment and resolve to respond to applications**
- Cllrs had no comments to make. It was noted that the archaeological survey at Kinnersley Orchard House made no findings and so work has started to fell some trees, as previously approved by MHDC.

Update on the following planning applications:

Application	Property	Detail	Update
20/01989/CM (MHDC) 20/000038/CM & 20/000037/CM (WCC)	Land At (Os 8958 4461), Defford. Croome Composting Ltd	Proposed change to business hours, waste wood recycling and expansion of existing composting facility.	County Matter consultation by WCC. Deadline for comment 28 th January 2021. Parish Councillors have already submitted some concerns.
20/00668/FUL	Land At (Os 8554 4404), Church Lane, Severn Stoke, WR8 9JQ	Construction of permanent flood defence for the village of Severn Stoke with associated earthworks.	MHDC approved planning permission 6th Nov 2020. Next steps and snagging list.

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Appeal APP/J1860/W/20/3256399 ref to 19/01824/OUT	50 Kinnersley Severn Stoke Worcester WR8 9JR	Outline application for five dwellings with all matters reserved except for access.	Parish Council objected. MHDC refused. Planning Inspectorate dismissed appeal. 12 Nov 2020.
20/01511/FUL	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.	This application is being determined by MHDC. Parish Cllrs had no comments to make.
20/01572/FUL	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	Being determined by MHDC. Cllrs had no comments to make. Believed to be outside of the 2011- 2016 settlement boundary.
20/01741/HP	21 Kinnersley, Severn Stoke, Worcester, WR8 9JR	Single storey rear extension.	MHDC approved.
20/000015/CM and 20/000009/CM	Ryall North Quarry, Land off Ryall's Court Lane, Holly Green, Upton-upon- Severn, WR8 0PF	Extraction (1.4 million ts sand gravel), temporary wharf, progressive lake restoration / Extraction of aggregates, restoration to agric and lake suitable for watersports	No comment from PC. General concerns as to entrance visibility splay and speed restrictions will be addressed by Highways. Being determined by WCC.

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

- a Road Surface Condition - turning which leads to Severn Bank Wood and Footpath 571(B).** The Clerk has reported this to WCC. It was noted that Ham Lane and Sheepcote road are also both in poor condition. The Clerk was instructed to report this to Highways. Clerk
- b Kinnersley public right of way/steps over motorway – update on repairs.** Cllrs commended the completed repairs and prompt action.
- c Old cricket pavilion, Severn Stoke.** Agent is aware. No additional update was available. The Clerk has been on site to move on residents who were playing under the old roof panels.
- d Corner nr Croome Arch – dangerous parking, damaged road surface and bin.** NT have yet to formally hand over responsibility of the bin to the parish council. New 'mixed waste' labels for the bin have been ordered by the Clerk, since MHDC can refuse to empty if the bin is incorrectly labelled for 'dog waste only'. Cllr Middlebrough reported that recent public parking during lockdown has been very dangerous, with vehicles parked on both sides of the road. Double yellow lines are an option. Cllr Middlebrough agreed to explore how enforcement of the yellow lines would work and whether this could be used in conjunction with the knee rail fencing also being proposed. Cllrs noted that yellow lines on their own might exacerbate the parking on the verges. Cllr.
- e Litter and state of path along A38, fly tipping generally.** Clerk is exploring options for organising a litter pick. Highways are scheduling rediscovery of path along entire A38 in the next financial year, courtesy of Cllr Middlebrough.
- f Misc. additional highways.** Cllrs noted the water continuing to flow off the A38 at Madge Hill into the fields on the other side of the road. Highways have been to inspect but no action has been taken. The Clerk was instructed to re-report and copy in DCllrs and Cllr. Cllrs also noted the burst water main at Birch Lane - reported and actioned. Clerk

8 Community speed concern

- a Speed survey results and new VAS for Severn Stoke**
Cllrs summarised the results of the speed survey, aimed primarily at Severn Stoke village residents and which resulted in 79 completed surveys; of these 70 were from residents within SS village itself.

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Agenda item 8 continued

- (91.4%) of SS village responses indicated that speeding is an issue.
- (84%) of the 70 responses from SS village indicated that they want the Vehicle Activated Speed sign (VAS) replaced.

Common themes:

- o A desire to have gates at the entrances to SS village.
- o Enforcement by Police/Road Safety Partnership.
- o Several suggestions for fixed enforcement camera in SS village.
- o Concern about the noise from Motorbikes travelling at speed.
- o Suggestions for better signage and specifically a sign to show the Madge Hill turning.
- o Suggestions that the speed limit down Severn Bank should be 30mph.
- o Concern about pedestrians trying to find places to cross the road safely.

Cllr Hadley commends the effort and results of the survey.

The Clerk reported that this demonstrated local concern is sufficient for Highways to allocate £2705 for a new VAS plus battery. £238 has also been allocated for repainting some road signs and replacement zebra bollards. Probationers will be repairing and repainting the hand rails up Severn Bank A38. The parish council will be billed for installation plus training. Cllrs gave thanks to Cllr Middlebrough, as he has been playing a significant part behind the scenes. Thanks also to our District Cllrs, our PCSOs and our Lengthsman who have all supported this initiative.

The Clerk was instructed:

- to check that two batteries have been ordered. Clerk
- write to WCC to look at speed limits again, with a request to consider making all of Severn Bank A38 30mph, encompassing the Kinnersley turn. Cllr Middlebrough noted that the forthcoming roundabout at the Upton turning will bring about a speed limit review. Clerk
- ask Highways to reconsider white gates for Severn Stoke village at both A38 entrances. If options to the south of the village remain prohibitive, then explore the possibility of just having white gates to the north of the village, with the 30mph speed limit extended further away from the village boundary. Clerk
- ensure that police attend next PC meeting, with those attending being more than PCSO level. Clerk

b Speed limit roundels at the Severn Stoke A38 entrances to the village and new signage at sharp bend and concealed entrances A38 to Kinnersley.

Cllr Middlebrough assisting and funding two new roundels this financial year. Covered as above. Ref signage, Clerk and DCllr Michael conducted site visit with Highways in autumn. Subsequently Cllr Middlebrough agreed to fund new signage in next financial year. This has now been put on hold pending a review of all the options as above.

c White hand rails and zebra bollards at Severn Bank A38.

Covered above.

d High Green VAS.

Report and statistics provided. Cllr Garrard to provide stats via email to Clerk. Cllr Garrard

e High Green broken white gates at village entrance.

Replacement finials have been ordered. Cllr Williams to install. Full repairs are not advised since there is a high likelihood that the gates will be damaged again each time the hedge is cut.

f Kinnersley community speed watch training.

On hold until lockdown relaxed.

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Group/Committee updates

a Parish Hall committee

The Management Committee are to assess the need for this community facility through a survey of the local community. The results of this survey should be available at the start of the new year and will inform decisions on next steps. Clerk to liaise with Cllr Middlebrough re application for ruing fenced community grant (£18,000 flood relief grant). If hall repairs do not progress then this money can be used by the PC. DCllrs noted that P.Merrick can assist with planning repairs of the hall. The Clerk noted an option to share a post box with the hall.

Cllr.
Clerk.

b Severn Stoke Flood Action Group

Nothing major to report. Meeting next week with EA and WCC to clarify reasons behind various delays at those organisations.

c Tarmac Liaison Group

Site now in operation with Phase C proceeding. Archaeological survey team on site. Evidence of roman ditches and Neolithic village.

d Croome Liaison Group

MS general manager has moved on. Replacement details not yet received.

e Police reports

2 ABS in Nov/Dec.

f Lengthsman update

Lengthsman continues to submit invoices in a timely fashion. Grips along A38 and Kerswell Green need clearing out. White paint is required for this.

g KLINKS

Submissions are going well and feedback from residents is very positive. Cllrs agreed that this was a useful way of keeping residents up-to-date. Speed survey results will be in February edition.

10

General Finance and Administration

a Appoint a Finance Group as required by our Financial Regulations

"Para 2.2 On a regular basis, at least once in each quarter, and at each financial year end, a Finance Working Group, other than the Chairman [or a cheque signatory] shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. A working group consisting of two Councillors will perform this task and report to the council. The working group shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council."

Cllr Faulkner and Cllr Seward agreed to this role. Unanimous vote.

It was noted that current staffing committee membership is Cllrs Cox, Seward, and Watkins.

b To consider and motion to approve the payment of accounts made in the previous month (December 2020. NB Parish Council meets every other month). Appendix 1. Duly approved. Prps: RH. Scnd: SW

c To consider and motion to approve the payment of outstanding accounts January 2021. Appendix 2. Duly approved. Prps: RH. Scnd: PP

The Clerk noted that no invoice has been received from Pysmian for the replacement light at Knights Hill.

d To receive and motion to accept latest bank reconciliation. Duly approved. Prps: GS. Scnd: RW

e Budget for 2021/2022.

To note that the precept has been requested from MHDC. £9k.

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Correspondence, dates for diary, items for future agenda.

a Police attendance at meetings.

b MHDC Parish & Town Council Forum - Monday 25 January 2021 AM

c Urban Design Planning Training rescheduled to Monday 26 April 2021 6-8pm

d Traveller training – 1st March 6-8pm.

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Next Parish Council meeting – 24th March 2021, 7.30pm, Zoom online meeting.

Subject to change. Please check before attending.

Signed ChairmanDate

Appendix 1. Items already paid via online banking Dec 2020 and early Jan 2021 (Approved under previous agenda or required payment under contract monthly):

Mr Simon Bott	Lengthsman December 2020. Cllr approved via email. PAID 09/01/2021	£208.00 Claimed back from WCC 15/01/2021	VAT nil
Mr Simon Bott	Lengthsman Nov 2020. Cllrs approved via email. Paid 27th November 2020.	£208.00 Claimed back from WCC 15/01/2021	VAT nil
Clerk expenses	Christmas gifts as pre agreed with Cllrs to resident volunteers. Paid 17th Dec 2020.	£45.92	
Clerk Wages	Standing Order – Wages November 2020. Paid 29th Dec 2020.	£294.16	VAT nil. Scheduled for payment end of December 2020 via standing order.

Appendix 2. Item for payment January 2021:

Clerk reimbursement litter bin signs	Reimbursement for litter bin sign. Safety signs for less.co.uk	23.82	VAT £3.97
Clerk reimbursement online ink order	Stinky Inks printing ink invoice dated 09/12/2020. E35886. Speed survey printing. Comprising all colours and black ink.	£26.97	VAT £4.50
Clerk Wages	Standing Order - Wages December 2020.	£294.16	VAT nil. Scheduled for payment end of Nov 2020 via standing order.
Clerk expenses	Zoom membership £14.39 per month x 2 months / i.e. November & Dec 2020. Stamps: £5.10 on 03/01/2021.	£33.88	VAT £2.40 Scheduled for payment 28 th January 2021

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