

# EASTHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Eastham Parish Council  
held by VIDEO (due to Covid 19 restrictions) at 7.30pm on Tuesday 24<sup>th</sup> November 2020

Present: Cllr Arnold (Chairman), Cllr Matravers,  
Cllr Adams, Cllr Ward

In Attendance: Clerk, Chairman of Eastham Memorial Hall Committee, County Cllr Ken Pollock

1. **Apologies:** None.
2. **Co-option of Cllr** – No applications received.
3. **Declaration of Interest:**
  - a. **Register of Interests** – Cllrs reminded to keep their registers updated.
  - b. **Disclosable Pecuniary Interests** – All Cllrs Item 12 Eastham Memorial Hall
  - c. **Other Disclosable Interests** – As above.
4. **Dispensations** - To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –  
**Dispensations received** – All Cllrs Item 12 Eastham Memorial Hall. Dispensation granted at previous meeting for this item until May 2023.
5. **Public Question Time** – See notes at end of minutes.
6. **County Cllr Report** – Report at end of minutes. Cllr encouraged everyone to shop local, stay local. County Cllr Pollock was thanked for his Divisional Fund Grant to Hall and Garden. County Cllr left meeting.  
**District Cllrs Reports** – Apologies received, report at end of minutes. PC thanked Dist Cllr Palethorpe for her Ward Budget Grant to Hall and for her personal donation to Garden.  
The support of County and Dist Cllrs to projects in Eastham is very much appreciated.
7. **Minutes of last Meeting:** Minutes of Parish Council VIDEO meeting held on 29<sup>th</sup> September 2020 were agreed by all and will be signed by Chairman.
8. **Reports on meeting attended by Clerk/Cllrs:** -  
Clerk - Electoral Review Video 19<sup>th</sup> November – PCs will be consulted in January 2021.  
Clerk – Data Protection Video 1<sup>st</sup> October – interesting meeting.
9. **Updates** -
  - a. **Parking on Millennium Green** – Complaint of cars parking on Green. Cllrs to monitor matter and report to Clerk if they have concerns.
  - b. **Footpaths in Parish** – Matters have been reported to local FP Officer who has helped to resolve them.  
**Bridleway** – Resident raised concerns to Clerk, WCC had no concerns.  
**Bridge** – Resident advised to contact WCC, enquiries are continuing.  
Cllr wishes to speak to WCC Footpath Officer, Clerk to put in contact.
  - c. **Fisherman's Car Park** – Fly tipping and dangerous tree have now been cleared away by landowner.
10. **Finances** –
  - a. **Payments made** – Mr I Mapp (LM October 2020) = £216.00, M&M Contracting Ltd (Mowing Millennium Green) = £1242.00, Mrs S Burrows (Microsoft update) = £59.99, Defib Store Ltd (see item 13) = £532.98.
  - b. **Payments received** – MHDC Precept = 4150.00, WCC LM May/June 2020 = £360.00.
  - c. **Bank Reconciliation** (circulated) – September/October 2020 figures were agreed. Balance in cash book £23990.37 on 31<sup>st</sup> October.
  - d. **Information Commissioners Office** – Payment of £35.00 to be taken by DD on 18<sup>th</sup> September 2020.
  - e. **Budget review** (circulated) – Budget was agreed as circulated.
11. **Planning:**
  - a. **Plans received since last meeting** – None.
  - b. **Decisions received since last meeting** – None.  
**20/00785/FUL – Land At (Os 6543 6686) Eastham** – Change of use of agricultural land to site one holiday 'glamping' cabin. **Refused by MHDC.**  
**20/00878/AGR – Eastham Court, Eastham, Tenbury Wells WR15 8NW** – Replacement of former silage storage with new agricultural building. **Approved by MHDC.**

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**20/00839/CLPU - 8 Astley Orchard Eastham Tenbury Wells WR15 8NR** - Certificate of lawfulness for the proposed development - Removal of existing conservatory, and construction of single-storey extension. Internal alterations to knock through from existing Ground Floor accommodation into proposed extension. Width 5.6m, depth 2.9m, height to eaves 2.5m. **Approved by MHDC.**

**c. Plans for consideration at this meeting –**

**20/01613/HP The Stone Barn, Highwood, Eastham – Erection of a small oak framed link extension between existing barn conversion and garage block.** No objections raised. It was agreed by all to comment on water runoff causing problems for properties below the Barn.

**d. Outstanding issues -**

**19/00190/FUL – Oaktrees Caravan, Highwood WR15 8PB** – MHDC Enforcement have advised *'19/00190/FUL was part retrospective and therefore had already been partially implemented, following my visit I am satisfied that the building accords with the plans as approved. With regards to the specific query regarding the 2 bays with doors which were shown as being removed on the approved plans, I was shown that they are not physically attached to the building at the time of my visit and can be easily moved. They are in place to protect the alpacas from adverse weather conditions and the landowner explained that they can be removed during the summer months to create open bays. Notwithstanding this I don't consider that the matter would be expedient to pursue any further providing that the use of the barn remains agricultural as there is no harm caused to the visual amenity of the area.'*

**ENF 20/0213 – Eastham Grange, Eastham, Tenbury Wells WR15 8NP** – MHDC Enforcement Officer has advised the conversion does not require permission, he referred to application 00/00888/FUL 'Conversion of building to provide ancillary staff accommodation' which landowner stated referred to the building now under conversion. This application did not require permission but it cannot be sold as separate accommodation in the future, this would require planning permission. Cllrs queried the fact the building in the 00/00888/FUL was this building, Clerk to look in old minutes and query with Enforcement Officer.

**12. Eastham Memorial Hall** – to consider urgent matters that may need to be discussed at this meeting.

Chairman of Trustees updated Cllrs, see notes at end of minutes, there were no urgent matters to discuss.

- a. To agree to pay £7000.00 towards rebuild costs** - It was agreed by all to delegate payment of £7000.00 to Clerk. It was agreed by all Clerk can work with Trustees to purchase items for Hall so VAT can be reclaimed. Clerk to inform Cllrs prior to any purchase to ensure they are fully informed, full report at next meeting.
- b. To agree to appoint Cllr as PC Representative on EMH CIO from January 2021** – It was agreed to appoint Cllr Adams, Clerk to inform Trustees. EMH AGM 18<sup>th</sup> JANUARY 2020
- c. Eastham Community Garden Project** – Spacehive Crowdfunding has been successful. Pledges for the total amount need to be in by 15<sup>th</sup> December or we may lose all the pledges. It was agreed by all Clerk can pledge up to £1053.00 if needed to ensure no pledges are lost. Clerk advised any pledge needs to be paid by DD which will require two Cllrs to sign. It was agreed by all to set up a DD if required. Clerk to keep Cllrs fully informed, full report at next meeting.
- Cllrs wished it be noted in the minutes how grateful they are to Trustees, especially Chairman and Treasurer for all the work that is being done to ensure the build goes smoothly and within budget.

**13. Defibrillator Box (circulated)** – A new Stainless-Steel Box is £532.98, Company have discounted the cost, it has a ten year guarantee. The old box was purchased in 2014, it is mild steel with a two year guarantee and is now in a poor condition. It was agreed by all to purchase a new Box.

**14. Risk Assessment (circulated)** – It was agreed by all Chairman can sign as circulated.

**15. Tenbury Transport Trust** – Eight residents are registered as users, includes use of car service. Trust website could not be accessed for Cllrs to view prior to meeting. It was agreed to discuss at January meeting.

**16. Seat/bench on Millennium Green (details circulated)** – Resident has asked if seat/bench could be put on Millennium Green this winter, near to other bench. It was agreed by all to discuss this when Hall is complete.

**17. Road Report:**

- a. Lengthsman** – Cllrs would like drains etc to be cleared more frequently.
- b. Problems to report** – White lines have been put on sides of Orleton Rd, Cllrs queried why. Clerk to ask WCC.
- c. Outstanding queries -**
- **Eastham Bridge damage/dead trees** – WCC confirmed they will do the work but no date given. County Cllr refers to the damage in his report again.
  - **Orleton Road** – collapse of roadside – no progress.
  - **Astley Orchard slippery pavement issue** – WCC advised the moss was scrapped off last year.

**18. Correspondence for Information:**

COVID 19 updates from CALC, NALC, WCC, MHDC, Police

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**South Worcestershire Development Plan** - updates

**South Worcestershire Traveller and Travelling Showpeople Site Allocations DPD** – Further call for sites by 15<sup>th</sup> November

**WCC** – Invitation for Parish and Town Council to attend Worcestershire Community Rail Partnership 1<sup>st</sup> anniversary – 6<sup>th</sup> November

**MHDC Rural Letting Policy** – comments by 2<sup>nd</sup> November

**Standard Housing Methodology Consultation** – comments by 29<sup>th</sup> October 2020

**Draft response to the Planning for the Future White Paper Consultation** – concludes 29<sup>th</sup> October

**Boundary Commission briefing for Town and Parish Councils - 19<sup>th</sup> November by video Clerk linked in.**

**19. Clerks report on Urgent Decisions since last meeting –**

**Payments made – 1<sup>st</sup> November 2020** – Mr L Mapp (LM September 2020) = £216.00.

**20. Councillor's reports and items for the next agenda.**

Agenda items – Eastham Memorial Hall, Budget/Precept 2021-2022, Mowing Contract, LM Contract, Appointment of Internal Auditor.

**21. Date of next VIDEO meeting: TUESDAY 25<sup>th</sup> JANUARY AT 7.30PM.**

**22. Meeting closed 8.30pm.**

Signed-----  
Chairman

Date 25<sup>th</sup> January 2021

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**Public Question Time** – Chairman of Eastham Memorial Hall Trustees joined the meeting and updated Cllrs on progress of the build. Trustees plan to build Hall within budget, they do not want to use contingency. Letter to be sent to new residents to inform them of progress and to see if they wish to give support to Hall. Solar Panels need to be installed now to ensure the Hall passes all planning conditions. Completion date 11<sup>th</sup> January 2021. Clerk asked if £7000.00 grant from PC could be used to purchase items so VAT can be reclaimed. EMH Chair agreed this may be better use of grant.

**Community Garden** – EMH Chair stated WCC have pledged £2000.00 to the project, it is now £1053.00 short of being fully funded, funds need to be pledged by 15<sup>th</sup> December. There is money in EMH main budget for outside area but if this new funding can be obtained the money held by EMH can be used for other things. If the project is not fully funded all the pledges could be lost.

**Cllrs again thanked Trustees for all their work. See minutes item 12.**

Chair of Trustees left the meeting.

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## District Councillors Report

I do hope everyone is keeping safe and well? I have been keeping a close eye on the Eastham Village Hall construction and how the work is progressing. I am also pleased that the Community Garden Spacehive crowd funding looks positive and as you know I have personally pledged towards this wonderful project. Thank you to Councillor Pollock too for the generous donation from the Divisional fund. A further £200 from the ward budget has been approved to provide a new projector to show videos, hold computer lessons, keep fit sessions etc. I have included a short report for the meeting.

**More support from the Government:** The Government has confirmed that MHDC will receive another £152,000 in support to help cover losses and additional costs caused by the coronavirus pandemic. Total supported received from the Government is £1,089,573. However, our total losses are estimated to be £1.4million.

**Superfast broadband update:** The Superfast Worcestershire Partnership is working to bring superfast and gigabit capable broadband connectivity to Worcestershire homes and businesses, whilst, at the same time supporting proactive communities with their efforts to secure gigabit capable connectivity, through the Rural Gigabit Voucher Scheme. I know how important this issue is for our rural community, so: WCC welcomes your support in encouraging rural communities not currently in their deployment plan (red dots on the map): [www.superfastworcestershire.com/#where-when](http://www.superfastworcestershire.com/#where-when) to proactively pursue a community solution via the Rural Gigabit Voucher Scheme to potentially fully fund the build of the new fibre to the premise (FTTP) network. Please note that rural premises with access to good speeds (up to 100mbps) can also request upgrades to FTTP and utilise the Rural Voucher Scheme.

Specifically:

- Support the transition for communities not in the deployment plan to move from 'complaining about lack of broadband' to taking a 'proactive approach' and engaging through the Gigabit Voucher schemes.
- Promote Take-Up; ensure residents know they need to 'sign up' to the newly available services.
- Engage with the officers if you have questions or require additional detail for communities.

**Funding to transform heritage places:** New funding has been made available to support projects that have

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the potential to bring new life to high streets by creating alternative uses for redundant or underused historic buildings in town centres. The scheme supports the transfer of heritage buildings into community ownership or those that already are owned by a charity or social enterprise. Find out more about the scheme at <http://ahfund.org.uk/england>

As MHDC Youth Champion, I would like to promote the following:

**Apprenticeship bursary scheme:** Did you know MHDC offers help to apprentices with the cost of travel, clothing and equipment during their apprenticeship? The Apprenticeship Bursary, funded by MHDC offers apprentices the chance to claim:

- Maximum of £50 per month for up to 12 months for travel expenses
- One-off grant payment with a maximum value of £75 for clothing
- One-off grant payment with a maximum value of £100 for tools or equipment

The bursary is available to apprentices who live within the Malvern Hills District, receive a minimum wage salary, travel to or from a difficult to access location and can demonstrate the money has enabled them to take on the apprenticeship. **To apply for the Apprenticeship Bursary and to find out more information. Please email Christine Butler, Economic Development Officer, at [Christine.Butler@malvern hills.gov.uk](mailto:Christine.Butler@malvern hills.gov.uk) or call 01684 862183.**

**Things to do:** Learn a new skill and make some new friends – check out our updated **What's on Guide for young people in the district**, with a range of clubs and activities aimed at 11-17 year olds.

**Volunteering:** Develop your life skills with a volunteer placement at a local charity or organisation – our latest volunteer guide for 12-17 year olds in the district includes window dressing in a charity shop, planting in a woodland, supporting a local care home and using your make-up skills to play a live casualty! Take care all.

**Councillor Caroline Palethorpe, Teme Valley Ward, Malvern Hills District Council, Tel: 07974 966412 [caroline.palethorpe@malvern hillsdc.net](mailto:caroline.palethorpe@malvern hillsdc.net)**

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### COUNTY COUNCILLOR'S REPORT

**Corona Virus effects** - Your meeting comes halfway through the latest national lockdown. You could spend the whole evening discussing whether this is wise and justified, but it would essentially be ineffective. We have to do as instructed, and trust that this is brought about by the highest motives of wishing our society to be free of this scourge as quickly and painlessly as possible.

WCC is doing its best to provide help and grants to deserving cases, through the Here2Help website. *Please visit there for more information on what is available.*

We are keen to encourage people to stay local and shop local. It is easy to resort to buying everything online and that might be convenient but also helps big multi-national organisations. We also need to support local shops that might otherwise go out of business permanently. Hence, we are making moves to assist setting up local click and collect services for those businesses, so we can continue to patronise our small local shops, rather than the big multinationals. The government has suggested it should be possible to find a way for pubs to serve visitors as if they have an off-licence, even if it means ordering in advance and turning up with your own containers for beer and wine. What happens after Thursday's announcement is anyone's guess, so keep in touch with what is being recommended. Let us hope we have a chance of enjoying Christmas in a more or less normal fashion.

**County matters** - There was a full council meeting two weeks ago, which was held on zoom, but also live webcast as normal. A number of members of the public expressed concern about our progress on cutting our carbon output, and there was discussion on the zero carbon report from Cabinet.

A notice of motion praised the importance for the economy and tourism of the county's rivers and canals, while another wanted more time for motions, as some of the opposition thought the time spent on Conservative motions was disproportionate. That motion was lost.

At last week's Cabinet meeting, I presented a report that seeks to commission a report on whether we can start a "Wheels to Work" scheme encouraging people to hire bikes and e-bikes from the county to get to work, where bus services are inadequate. The latter certainly applies to the Eastham area. If the report is positive, we may be able to create such a service, to help those without access to a car to get to and from work more easily.

At the scrutiny meeting of the environment and economy panel two weeks ago, a number of members of the public were concerned about our plans for promoting active travel, i.e. walking and cycling. While the discussion was not detailed, it is worth looking at the agenda of the meeting on the WCC website to see the extent of the efforts we are making to encourage walking and cycling across the county.

While there may be limitations of funding, the intention is to assist those who choose to walk and cycle wherever possible.

**Local Matters** - I am very pleased to see the progress with rebuilding the Memorial Hall after so much difficulty getting the project started. Now I note the plans for a community garden around the new hall and I am happy to

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be able to make a contribution from my Divisional Fund. Please bear in mind that this money is your own, i.e. it is allocated from the WCC total funding from Council Tax, etc. I look forward to seeing the plans once the hall is completed and to enjoying meeting the Parish Council within the hall, once the current emergency restrictions are removed.

I note no progress with the repairs to the new bridge and I regret that. I hope it can be returned to its proper state in the near future, but I fear it is not regarded as a priority at present.

**Remembrance Day** - It was a privilege to lay a wreath on behalf of the County Council during the attenuated service held outside St Mary's church on Sunday two weeks ago. While this was a lesser event than normal, it was certainly worthwhile, remembering all those from Tenbury and the surrounding district who fell in the many wars over the last century. I am very grateful to the British Legion and all the church elders for enabling this simple ceremony to take place. **We will remember them!**

**Cllr Ken Pollock, Cheltenham, GL50 2BZ**

DRAFT