

# EASTHAM PARISH COUNCIL

## Minutes of the Parish Council Meeting of Eastham Parish Council held in Eastham Memorial Hall at 7.30pm on Tuesday 25<sup>th</sup> July 2017

**Present: Cllr Arnold (Chairman), Cllr Adams,  
Cllr Horsfall, Cllr Jones, Cllr Ward**

**In Attendance:** Clerk, 15 Members of Public, County Cllr Ken Pollock

1. **Apologies:** Apologies received and accepted from Cllr Worsley and Cllr Conway.
2. **Co-option of a Cllr (circulated)** – Three applications had been received. A ballot was taken, the majority voted for Stuart Ward. The other applicants were thanked for their interest in the vacancy. Stuart was welcomed onto the PC and signed his Declaration of Acceptance of Office.
3. **Declaration of Interest:**
  - a. **Register of Interests** – Cllr Ward to complete form and send to MHDC.
  - b. **Disclosable Pecuniary Interests** – All Cllrs Item 12 and item 20 Eastham Memorial Hall.
  - c. **Other Disclosable Interests** – As (b) above.
4. **Dispensations** - To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) –  
**Dispensations requested** – Cllr Ward was granted a Dispensation for item 12 and item 20 regarding Eastham Memorial Hall until May 2019, it was agreed by all he can speak and vote on this matter.  
All other Cllrs were granted Dispensations at meeting held on 24th May 2016 to speak and vote on Eastham Memorial Hall items until May 2019
5. **Public Question Time** – See notes at end of minutes.  
Chairman agreed to discuss item 12 (Eastham Memorial Hall) next as it was of Public interest.  
13 Members of the Public left the meeting at the end of this session. 2 Members of the Public remained.
6. **Minutes of last Meeting:** Minutes of Annual Parish Council Meeting held on 23<sup>rd</sup> May 2017 and Parish Council Meeting held on 29<sup>th</sup> June 2017 were agreed by all and signed by Chairman.
7. **County Cllrs Report** – Report circulated, see notes at end of minutes.  
**Queries raised** - Road signs left by contractors – Old metal Eastham Bridge sign that was on main road side of Bridge has not been put back – Bricks on top of new bridge wall still not been done - Cllr Pollock to investigate these issues.  
**District Cllrs Report** – Apologies received, report circulated, see notes at end of minutes.
8. **Progress reports for information:**
  - a. **Eastham Bridge** – Bridge was fully open June 2017, some brickwork to be completed/sign to be put back.
  - b. **Airband Concerns** – Some residents still having issues, Clerk to continue helping with this matter.
  - c. **Parish Path Warden** – Bridleway being marked, no issues of concern
9. **Reports on meeting attended by Clerk/Cllrs: -**  
**CALC Area Meeting – 6<sup>th</sup> June** – Minutes to be circulated.
10. **Finances** –
  - a. **Payments made** – Eastham Memorial Hall (rent 2016-17) = £112.00, Mrs S Burrows (PC Computer paid from transparency compliance grant) = £597.48. Also see item 15.
  - b. **Payments received** – None.
  - c. **Bank Reconciliation (circulated)** – May/June 2017 Balance agreed as £18548.14 in cash book, all agreed for Cllr to sign. Budget up to 30th June circulated.
  - d. **Internal Auditors Report** – No issues raised.
11. **Planning:**
  - a. **Plans received since last meeting: See item 15.**
  - b. **Decisions received since last meeting** –  
**17/00720/AGR – Chimney Park, Eastham WR15 8NN** – Steel framed building for storage of hay. **MHDC informed applicant planning permission is not required.**

## EASTHAM PARISH COUNCIL

**17/00764/NMA – Lower Bank Farm, Eastham WR15 8PA** – Application for non-material amendment following a grant of planning permission 14/01696/FUL for Conversion of timber framed barns to form a single dwelling house, including removal of existing steel framed barn. **MHDC advised applicant planning permission is required.**

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

**17/00997/FUL – Barns at (Os 6574 6784) Lower Bank Farm, Eastham WR15 8PA – Conversion of timber framed barns to form a single dwelling house, including removal of existing stable framed barn.**

**17/01086/LB – Associated ref 17/0997/FUL – Amended paving layout and new field gate, further to previous Listed Building Consent 14/01697/LBC.** Plans were viewed at meeting and it was agreed by all to support the application.

**d. Update from MHDC regarding – 14/01640PDU – Oaktrees Caravan, Highwood -** Prior approval of Proposed change of use of part of an Agricultural Building Dwelling House (Use Class 3) and for Associated Operational Development and **14/01127/FUL -** Retention and resiting of mobile home. **An Appeal has been lodged, no details have yet been received from Planning Inspector.**

### 12. Eastham Memorial Hall

**a. Oak Tree** – to discuss request by Trustees to reduce size of tree. Trustees wish this to be considered after the new hall is built. (see notes at end of meeting)

**b. Parish Council Working Party Meetings 18<sup>th</sup> July and 20<sup>th</sup> July** – Notes of both the meetings were circulated and will be published on website. Matters regarding the new hall were discussed and the Working Party agreed to send a letter to Trustees detailing concerns expressed by Cllrs and concerns received from residents. A joint meeting with Trustees to discuss areas of concern was asked for. Also discussed was the Draft Terms of Reference sent by PC Solicitor, confidential notes are held in files.

**c. Planning application for new Memorial Hall** – Cost of this application was requested from Hall Trustees on 14<sup>th</sup> July 2017 but no figure yet given. Chairman of Trustees to contact Clerk tomorrow with figure. It was agreed by Cllrs to agree this matter by email if the figure is above £500.00 as set in budget. (see notes at end of meeting)

### 13. Road Report:

**a. Lengthsman** – continuing work to ensure drains/grips are clear.

**b. Problems to report** – Dip in New Road opposite Eastham Grange - Astley Orchard entry resurfacing. WCC stated they would do work in both these areas when bridge finished. Clerk to contact WCC.

**c. Update on outstanding queries –**

**Astley Orchard** – Blocked drain – Dist Cllr advised Housing Association are sending out contractor to survey drain. Cllr Jones to let Clerk know when this has been done.

**Astley Orchard** – repairs to pavement – to contact County Cllr who is looking into this.

**Astley Orchard** - grit bin request – Clerk to contact WCC for permission to place bin near footway.

**Highwood Lane** – request for grit bin – Clerk to contact WCC for replacement bin.

### 14. Correspondence for Information:

A list of items will be available at the meeting.

### 15. Clerks report on Urgent Decisions since last meeting.

**Plans circulated by email on 2nd June 2017 –**

**17/00110/FUL - Khandala, Highwood, Eastham WR15 8PB** – Proposed replacement of detached garage/storage building with detached garage with integrated holiday accommodation. It was agreed to make no objections to this application.

**Payment made - 10th June 2017 - Mr I Mapp – LM May 2017 = £187.20.**

### 16. Councillor's reports and items for the next agenda.

Agenda items – Eastham Memorial Hall

### 17. Date of next meeting: Tuesday 26<sup>th</sup> SEPTEMBER 2017 at 7.30pm

### 18. Cllrs agreed to close meeting to the Public due to the confidential nature of the business to be discussed.

**19. Eastham Memorial Hall** – To discuss Terms of Reference/details of Lease Agreement as drafted by PC Solicitor and discussed at Working Party Meeting held on 20<sup>th</sup> July 2017. Cllrs present agreed the document needs further work but is progressing well. Final draft should be ready by beginning of August.

### 20. Meeting closed 8.55pm.

Signed----- Date 26<sup>th</sup> September 2017  
Chairman

---

## EASTHAM PARISH COUNCIL

**Hall Trustees comments regarding agenda item 12** - Chairman of Trustees gave a costing for rebuilding of new hall. Extras would be rooflights, aluwood doors, render. Clerk asked for this my email and it was agreed it would be emailed to Clerk for circulation.

**Planning** – Trustees wish to advise Architect to start process of submitting planning application tomorrow, needed to be in by Friday to ensure deadline for Lottery Funding is met. Clerk stated she had requested costs of planning fee from Trustee but had not yet been given the figure. Trustees stated they had not received this request. Chairman of Trustees confirmed she would send costs to PC tomorrow. **(Clerk sent email to Trustee 13<sup>th</sup> July 2017 'PLANS - Can you ask Tom about the planning fee, it would be helpful to have that for our meeting on 25th July. It seems to be based on area of new build so he will know. PC can get 50% off, I cannot find any reference to charities getting a discount for buildings, they do for other things. This could add £500 to the project, every little helps and at this stage that is what we are looking for'.**

**Oaktree** – Clerk had been asked by Trustee to put this on agenda **(email from Trustee dated 19<sup>th</sup> July 2017 'Could you add to the next pc meeting agenda the professional coppicing of the tree and ridding the weeds from around the base this would help if it could be organised this year before the proposed building works commences in 2018')**. Hall Trustees stated they were unaware of this request. They wish to work on tree after new hall is built.

**PC Letter to Trustees** - Contents of letter were raised by Trustees. The PC letter raised various issues of concern from Cllrs and residents regarding the new hall. PC requested meeting with Trustees to discuss issues. Trustees have replied to the letter. PC Working Party will need to meet and discuss and to agree joint meeting date with Trustees.

**PC Working Party** – It was suggested by some residents the meetings held by the Working Party were not legal. The PC letter sent to Trustees was discussed at one of those meetings, resident stated it had no legal standing as it was not agreed by full PC. Resident asked for the letter to be withdrawn. Clerk confirmed the PC have acted correctly. Resident asked where in the Local Government Act 1972 the reference to Working Parties was. Clerk stated it is not in there but PC advisors at Malvern have confirmed they can be set up. Clerk to send resident contact details so he can go direct to them. Resident had sent Clerk a two-page letter today at 17.08 expecting the queries to be answered at this meeting. Clerk advised this was not possible, a full response to the letter will be sent next week. A resident had already queried the setting up and meeting of PC Working Parties and a full explanation had been given to the resident by Clerk. Cllrs were copied into this matter.

**Residents** - would have liked choice of designs of new hall

**Trustees** – this would have cost more and due to limited finances could not be done

**Resident** – Supported Trustees for work done so far and what has been achieved, this was agreed by all present.

**Residents** - commented on look of building

**Trustees** – Spec given was for a modern building, people did not want red brick

**Serving hatch** - all hall kitchens have the wide hatches, it is caterer's choice as to how they use the facilities.

Plans are now on display in hall with post it notes for comments.

**Trustees** – 50 pledges have been made so far, payments now being requested. Clerk asked if pledge numbers had increased as last number was approx. 20, Trustees said it has always been 50.

**Lease** – Resident queried the ownership of land and building. Clerk advised three Solicitors had confirmed it all belongs to PC, Chair of Trustees confirmed this. Resident questioned the legal advice given to PC. Clerk stated a Lease was a legal requirement and should have been in place from day one.

**Trustees** – concerned this matter may delay the process

**Clerk** - this will not be the case; the legal documents will be ready for the Lottery deadline.

**Resident** - suggested the lease was a waste of time/money. Can PC not sign legal paperwork so Lottery are satisfied, Lottery do not need a lease. Clerk advised the lease will be in place for the future, no legal documents can be signed without legal advice so a Solicitor will be needed for both parties.

---

### COUNTY CLLRS REPORT

**1. County Council affairs** - New Chairman - Anne Hingley, Deputy- Brandon Clayton, Leader of WCC - Simon Geraghty. Simon has confirmed his Cabinet of ten people with the inclusion of a new portfolio of Education and Skills held by Marcus Hart, Highways Portfolio - Alan Amos, Economy and Infrastructure portfolio Ken Pollock. We have recently welcomed our interim Chief Executive Officer he is Steve Stewart, who has held the post of CEO in a number of northern councils, including Northumberland and York. In the former he was in charge of the conversion from a two tier to a unitary council, and led an authority which was one of only three in the country with an "outstanding" rating for their children's safeguarding. One of Mr Stewart's principal jobs is to see how we can carry the council forward on the reducing budget. He is on a fixed term contract, paid the same as the former CEO, and we expect him to be in place for between 6-9 months. We have approved the idea of seeking a full-time replacement CEO, rather than moving to a Managing Director or Head of paid Service.

**2. Eastham Bridge** - It was very pleasing to be able to attend the opening of the new Eastham Bridge in April, just a few hours after the formal opening of the Tesco store in Tenbury. I must congratulate all involved in the organisation of the excellent party in the village in May to celebrate the new bridge. Since then the work on the bridge has been completed and I trust that it is regarded as an attractive asset to the community. I would support the idea of a small commemorative plaque being erected in the centre of the village to inform visitors and others of the history of the bridge and its necessary replacement.

## EASTHAM PARISH COUNCIL

**3. Eastham Memorial Hall** - I am aware of the plans to replace your Memorial Hall with a new building, mainly funded by a Lottery Grant. I applaud all the efforts that the hall committee have put in to furthering this and I trust it will come to fruition soon. With luck, the new oven that I helped fund out of my divisional allocation will find a place in the new hall, it being no more than 2 years old. There has been some discussion about WCC providing money to make up the current shortfall in funding. I regret to say that this has proved impossible, despite the fact that there was some money available initially to cover incidental expenses, as a result of the bridge collapse. WCC is facing a period of severe cuts in our allocation of cash to most departments, to make money available for the increased cost of safeguarding children, in the light of the unfavourable Ofsted inspection. This will see many millions of pounds diverted to that essential activity, along with a greater allocation for adult social care. I cannot stress too much that this situation will mean further trimming of any activity that is not regarded as essential.

**4. Velo Birmingham cycle event – 24<sup>th</sup> September 2017** - Last month saw a change in the route, which will mean that the 15,000 cyclists will not penetrate further west than Great Witley. There will still be a large section of the event in Worcestershire. This will require Traffic Regulation Orders to publicise the event and approval or otherwise by WCC having received any objections to the closures. At present, it is most likely that the event will go ahead, but it is not 100% certain. It is important to note that WCC has a very strong pro-cycling/ walking policy, restated in the latest Local Transport Plan (LTP4). This is demonstrated by our continued support for the Redditch bike race in May and the Tour of Britain, the last leg of which starts in Worcester on September 10<sup>th</sup>. Velo Birmingham is, by contrast, not a race but a mass participation event, called a sportive, to promote general wellbeing and appreciation of the countryside. We are assured that it will also bring economic benefits to the county, as with the Wales Velothon held last month and based in Cardiff, and also Ride London, that is now well established and covers a lot of roads in Surrey.

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

---

### District Cllr Report

**The Vélo Birmingham Road Race:** After a meeting at County on Friday 23rd June, the decision has been taken that the Vélo Birmingham cycle race will now NOT come through our area. I believe this is a very sensible decision and pleased that County has provided leadership on this. I know how much concern and annoyance this event had caused many of you in the local rural community.

**New resident magazine:** Our new annual resident magazine is now being distributed to households within the Malvern Hills District. It covers a wide range of news, updates and information about how we are investing in and supporting the district, and the services we provide. <https://www.malvernhills.gov.uk/documents/10558/0/Magazine+FINAL/d87701e7-9dca-952f-cae7ed2103e3b4b7>

**Consultation on new fire governance proposals:** A consultation on proposals to improve local police and fire services started in June. Overview and Scrutiny Committee will consider this at its next meeting in advance of a response being sent to be signed by the Leader. **The consultation ends on 11 September 2017** <https://www.westmercia-pcc.gov.uk/working-together/west-mercia-fire-governance-consultation/>

**Ward Budget Scheme:** **A small pot of funding is once again available to support local community projects. I am keen to support as many projects across the Ward as possible. Deadline for spend is 31st December 2017.**