

**The Minutes of Annual General Meeting of Pendock Parish Council
Held at Pendock School at 7.45pm on 17th May 2016**

Present: Cllrs Mr John Humphreys, Mr Simon Fellows, Mr Charles Rush, Miss Rosemary Philipson-Stow, Mr Adrian Lovegrove and Mr Nigel Thompson.

In attendance: two members of the Parish, District Councillor Bronwen Behan, David Clarke from the Planning Department of Malvern Hills District Council and the Clerk.

The meeting was adjourned for **Public Question Time**, notes of which are appended to these minutes.

1. **Election of Chairman:** Councillor Humphreys was proposed by Councillor Charles Rush and seconded by Cllr Nigel Thompson. This was unanimously agreed. Councillor Humphreys signed the Declaration of Acceptance of Office of Chairman.
2. **Apologies:** Cllr. John Davison.
3. **Election of Vice-Chairman:** Councillor Lovegrove was proposed by Councillor Rosemary Philipson-Stow seconded by Councillor Nigel Thompson. This was unanimously agreed.
4. **Declaration of Interests:** All Councillors were reminded of their duty to keep their register of interests updated and were asked to declare any personal interests in items on the agenda.
5. **Minutes:** The minutes of the meeting held on 15th March 2016 were approved and signed.
6. **Progress Reports:**
 - a. **Garage site and land opposite Serauple:** An email had been received from the Enforcement Investigations Officer which advised the Council that notices had been served on Pendock Garage site requiring them to cease the use of the land for mixed use consisting of scrap storage and handling. To remove the scrap, vehicles and associated caravan from the land and lawfully remove all associated equipment. In respect of the land opposite Serauple to cease the use of the land for storage of vehicles, to remove the vehicles from the land and reinstate the land for the capability of agricultural use. To also remove the fencing and gate erected on the site frontage and remove all resulting materials from the land. These Enforcement Notices to take effect on 19th May 2016 and the requirements of both notices must be completed within 4 months.
7. **Village Planning Concerns:** Following the Council's concerns regarding their lack of influence in planning decisions made by Malvern Hills District Council and the advice of the Chief Executive in suggesting we develop a Neighbourhood Plan, Mr David Clarke from the Planning Office very

kindly came and gave an outline introduction of how to develop a plan for the village and Parish. He reported that Neighbourhood Plans were introduced in 2011 with the aim to shape development in a village area of where, what and when. The advantages of such a plan when adopted would give equal weight to the wishes of the Parish Councils views as that of the District and National schemes when viewing future planning applications.

The benefits to Pendock would be that although the village is classed as category 3, ie no further development, the plan could, if approved, over rule this and define how much development, where, what and why.

The cost of producing a plan could well be as much as £15,000 but it would depend on how many issues it focused on. Also there is a government grant of £9k available towards the costs. The district would fund the independent examination and the required referendum. Technical support would also be available.

He indicated that there were seven steps to take when drafting a plan as follows:

- a) Define the Area, this could be part of the parish, the whole parish or include neighbouring parishes.
- b) Prepare a draft plan
- c) Consult the community and neighbours on the draft plan
- d) Submit the draft to MHDC
- e) Independent examination
- f) Arrange a referendum
- g) Have the referendum and adopt the plan if 50% +1 voters accept the plan.

8. Finance Report:

- a. **Approve the Governance Statements:** The Council reviewed its system of internal control together with the governance statements and were satisfied that they met current standard and therefore approved the governance statement 2015/16.
- b. **Approval of Accounting Statements 2015/16:** Having reviewed the accounts for the year to 31st March 2016 the Accounting Statements were proposed, approved and signed by the Chairman.

9. Lengthsman Scheme: It was reported that the Council budget from Worcestershire County Council was unchanged at £1828 and that the clerk had renewed the contract with the County Council and with the lengthsman who had submitted a scheme of 1 day a month through the winter period and two days in the height of the growing season. This was accepted by the Council.

10. Correspondence:

- a. **Rural Rate Relief Application – Pendock Stores:** An application had been received from Pendock Stores applying for Discretionary Rural Rate Relief. Should the Council wish to make a contribution so that the full 50% Discretionary Relief may be awarded they would need to contribute £65.23. Considering the support and help that the stores have given

the parish, the community office within the shop and their contribution to the community it was agreed unanimously that this grant be awarded.

- b. **Planning Application 16/00573/FUL – Proposed conversion of disused agricultural building to residential use at Alma Cottage:** The Council considered this application and noted particularly the highways requirement of a 60 meter visibility in either direction would mean the removal of the existing hedge. That being the case, it is requesting that a replacement hedge be planted on the new boundary line.
- c. **Appeal Decision - Brookend:** The Clerk reported that the appeal by Mr Pattison had been granted and that subject to Malvern Hills District Council appealing against the appeal decision this development can move forwards.

11. District Councillor's Report: Cllr Behan reported that the Council had been busy recently preparing a 5 year plan for the district. Its aims would be to encourage business, health and wellbeing and promoting the environment.
She reported that Cllr Tom Wells was recovering from his accident and the Council asked her to send its best wishes for a quick recovery.

12. Date of the next Meeting: 7.30pm on Wednesday 26th July 2016 at Pendock Primary School.

The meeting closed at 9.15pm.

Signed
Chairman

Date.....

Notes of Public Question Time

Two members of the public were in attendance and raised the following concern during Public Question Time:

1. The question was asked – what was happening about the Old Garage Site. It was reported that this was on the agenda and a full report would be made at the appropriate point in the meeting.