

**The Minutes of Lindridge Parish Council Annual Meeting**  
**Wednesday 13<sup>th</sup> July 2016 at 7.00pm at Menithwood Chapel Hall**

**Present:** Cllr Mrs A Winwood, Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans, Cllr Mrs M Morris.

**In Attendance:** Cllrs K Pollock and C Dell.

**Members of the Public:** Mr and Mrs N Davies, The Hoploft, Lindridge & Mr and Mrs P Wallace, The Stables, Lindridge.

The members of the public presented their views to the Parish Council with concerns of the speed of traffic (cars/lorries) on the A443, at Lindridge, in particular near to the school/church. Visibility exiting their properties was poor thus another cause for concern. Also not having a footpath facility. Mrs Wallace asked if a survey had been carried out on that stretch of road.

After much discussion with Cllr Pollock present, he advised that there would be no resources to provide a footway. He suggested that an advisory speed limit (as a suggestion) could be installed and another factor that could be looked into, is when the school warning lights are operational, these could advise to drive at 20mph. The Parish Council would ask advice from Highways Engineers of these options.

**PC24. Receive Apologies for Absence:** Cllr Mrs D Hawkeswood – Due to Sickness  
Cllr Mrs K Pardoe. – Another Commitment

**PC25. Declarations Personal and Prejudicial Interest**

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

The Chairman read out a statement - at the Annual Meeting, Cllr Mrs Winwood's husband had attended the meeting during the public open session to ask the advice of the Council on a particular issue. He made it clear at that meeting that as his wife was a Parish Councillor there was a declaration of interest. However, Cllr Mrs Winwood had not made the declaration herself, mistakenly assumed that this fulfilled the requirement. On this occasion a Declaration of Interest should have been notified before the start of the meeting. As a reminder to all members of the council, the Clerk produced documents relating to this matter to assist with future reference before attending meetings.

**PC26. Minutes of the 11<sup>th</sup> May 2016 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC27. Agree, check and minute accounts**

Cllr Mrs Lowe and Cllr Benbow agreed, checked and signed accounts.

**Accounts paid since last meeting**

- Parish Clerk, Salary – May & June 2016  
£549.88

### **Accounts Unpaid**

- Parish Clerk, Expenses for May & June 2016 £  
71.33
- Parish Lengthsman – May & June 2016  
£299.00
- Lindridge Parish Hall – Hire – 11.05.16 £  
30.00
- The Post Office – Tax Payments Apr/May/June 2016 £  
46.00
- Lindridge Parish Hall – Contribution for Autumn Show  
£200.00

A change of monthly standing order for the Parish Clerk from £274.94 - £279.59 from 25th July 2016. – Due to national pay increase from the Society of Local Council Clerks.

### **PC28. Progress Reports for Information**

**District Councillor** – Cllr Dell reported that a system was being implemented at the hub to provide an improved service. Demolition works had begun on the Tesco site. Cllr Dell reported that he was the Standards Chairman; his role was to facilitate and implement improvements in standards.

The Chairman asked if a pass to the car park be obtained, as up and coming training events that are being held over the winter months, means parking a distance away from the venue, and that an issue of personal safety is of concern.

**County Councillor** – Cllr Pollock confirmed that the landslip works at Frith Common were to take place February 2017. He discussed the Eastham Bridge situation, and that a temporary bridge would be installed by Christmas. Investigation works would continue into why it collapsed and the design of a permanent replacement was with Historic England.

Cllr Williams asked about weight restrictions on the Frith Common road. **Reply** – if signs say unsuitable for HGV's this is an advisory sign, however, heavy vehicles that require access would say "except for access".

Cllr Evans asked would we receive the report of the fatal accident that occurred. **Reply** – it may be publicised, however, noted that if a full report became available we would be informed.

Cllrs Evans/Benbow commented on verges. It appeared that Menithwood was not having verges cut, however, Frith Common had yet received a second severe cutting. **Reply** – this was a worrying situation regarding the scalping of the verges and would be in our interest to make a complaint once again.

**Parish Hall Representative** – Cllr Williams reported that at the recent AGM, the temporary acting treasurer had confirmed that for the time being expenditure was on hold. A recent Grant received meant that the Parish Hall had to part funds the scheme; this has lowered reserves. When monies become available, an improved boundary line between the Hall and Yarranton’s will be looked into. Bookings are still good. Calor Gas situation ongoing.

Cllr Workman commented that Vickie Melling had approached the Club to see if it would be possible to put a shed for the Toddler Group in place where the Emergency Shed used to stand.

**Public Path Warden** – The Chairman reported that due to the season, some footpaths that are not used as regularly will be becoming overgrown. A path where a landslip had occurred was currently blocked.

### **Councillors**

Cllr Mrs Lowe on behalf of Cllr Mrs Pardoe – The bus shelter had weeds growing over the top and inside it. The Clerk to report to the Lengthsman. Road in Eardiston had still not been cleaned of mud.

Cllr Mrs Lowe – At the start of the Menithwood road from the A443 required jet patching. Clerk to report.

Cllr Benbow – Reported that he had attended a broadband/Airband review at Worcester on 16 June 2016. It appeared that a major virus had attacked the hardware system of quite a lot of systems. However, this was not the reason why the service in this area had deteriorated. Since Broadband had been installed, the peak period of usage had been between 6-9pm and now it was 4pm – midnight. The performance was unlikely to improve, until BT had installed Superfast Broadband. Cllr Benbow had canvassed opinions of users in Lindridge Parish and was surprised to learn of the poor opinion of the performance of the system. He would be having a follow up meeting on 14 July 2016. Individual connections routed and errors would be sorted. Cllr Benbow confirmed that the Eardiston exchange had received new Fibre connection. Frith Common would have a new cabinet in place sometime between January – September 2017 for Fibre Superfast Broadband. Currently there were no plans in place for Menithwood. Cllr Evans was currently carrying out a survey of residents for Menithwood and likewise a Councillor for Pensax.

Cllr Evans – Raised the question – should the Parish Council be endorsing its name and assisting with help when asked for advice from Parishioners? The general discussion held was if the Parish Council can assist in a way that does not over commit on time, then it would help in any way it can. Local Authorities are more likely to deal with complaints from a Parish Council than from an individual. As a whole it benefitted the community Voted and proposed and carried to continue.

Cllr Evans remarked on the overgrown verges in Menithwood. After discussions, it was noted that half of the village had been cut back and part remained untouched.

This was probably due to being part in Lindridge/Pensax Parishes.

Cllr Mrs Morris – the potholes were getting larger where the landslip was. The Clerk to report to the hub requesting to have these filled. She remarked that she was not encouraged by Cllr Pollock's comments regarding the landslip.

**Clerk** – The Clerk reported that she had obtained quotes for the replacement noticeboard at Menithwood. She was asked to confirm the material made and lifespan of the product. She would obtain a quote for fixing in place. Once received, to circulate to all members for a decision. Costs would come from fixed asset reserves.

**PC29 – Emergency Plan** – Cllrs Williams and Evans reported that work was progressing well with the document. A cascade of emergency telephone numbers had been set up. They confirmed that the position being adopted was to support other agencies that were tasked with evacuation or road closure procedures. They had both attended a flood awareness meeting; from this it was established that our current resources were better placed to protect areas that would be required to be used. A letter would be sent to the Church/Local School/Halls within the Parish, asking that if an emergency did arise, that these could be potential rest centres. An item would be going into the Temespan to provide advice to parishioners.

**PC30 – Road and Drainage Issues** – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an email confirming that works would be carried out from February 2017 and a road closure of up to 3 months would take place.
- Mill Lane – The Clerk to readdress issues with the Lengthsman and WCC.
- A456 – Broombank – Nothing to report at the moment.
- Loose drain gulley, tarmac disintegrating, near Cutmill Bridge, Eardiston.
- The verge cutting that had taken place again in Frith Common had received complaints. We have asked who is responsible and what is entailed in the contracts. Feedback to be received.
- Verges in Eardiston were very poor. The Clerk to confirm the remit of the Lengthsman and see if it was possible for him to undertake in keeping in good order.

**PC31 – Speed Reduction Measures in Eardiston** – Cllr Workman had sent a report to Councillors outlining discussions that were held with representatives from WCC and Safer Roads Partnership. Mr Brienza, WCC had begun delegating tasks to departments within WCC for assisting with road calming measures in Eardiston. A follow up meeting to be held.

**PC32 – Lindridge Autumn Show/School Competition** – The date had now been set. A cheque for £200 was signed at the meeting to be passed onto the Autumn Show Committee, as the contribution from the Parish Council.

The children's competition had not been well attended as previous years. The Headteacher thought this may have been down to the fact that the school is paperless now and correspondence is sent out via email. This would be addressed differently for next year.

**PC33 – Standing and Financial Orders** – Cllr Benbow confirmed these had been reviewed by himself and Cllr Williams. More changes from the financial model, were required to fit our current circumstances. The Clerk would issue to all members before the next meeting for review. The standing orders – currently 3L – press at meetings – superceded to give automatic right to record – therefore this would now be deleted under CALC recommendations. 18F Procurement Rules – comply with EU rules – await on this until further notice. All agreed.

The Clerk was advised to set up a password for the Parish Laptop. This was given in a sealed and dated envelope to the Chairman.

Cllr Williams also commented that risk assessments would be discussed at next meeting.

**PC34 – Parish Awards** – Cllr Williams reported that three nominations had been received. Cllr Mrs Lowe would also second look the nomination forms received. A forthcoming date would be set. Cllr Williams to circulate copies of citation forms. Certificate would be arranged.

### **PC35 – Review planning matters, applications and decisions**

PLANNING REFERENCE – 16/00758/HOU  
FRONT EXTENSION TO BUNGALOW  
Holmer Bungalow, Fox Lane, Menithwood, Worcestershire, WR6 6UG  
Mr and Mrs Hudson

PLANNING REFERENCE – 16/00661/OUT  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON A BUS  
AND COACH GARAGE AND WORKSHOPS. RESUBMISSION OF  
15/01220/OUT  
Mr and Mrs Yarranton

This application may have potential monies from S106. If and when a detailed application is received, the Parish Council will hold a public meeting to assess the views and requirements of residents.

PLANNING REFERENCE – 16/00359/HOU  
Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.

Damson Orchard, Menithwood, Worcestershire, WR6 6UG  
APPROVAL

**PLANNING REFERENCE – 16/00969/CLE**

Certificate of lawfulness for an existing use of caravan for holiday purposes in breach of condition 2 of planning permission 76c 178 for in excess of 10 years.

Red Lodge, Frith Common, WR15 8JX.

Mr and Mrs T and S Love

**PC36 – Report of Matters Arising from Last Meeting –**

Cllr Benbow confirmed he had spoken with Chris Carter and that the hall and car park were insured through specialist Parish Hall insurers.

Filing cabinet and My Parish Website to be discussed at next meeting.

**PC37 – Correspondence for information –**

- Insurance renewal documentation received from Came and Company
  - Letter sent to Grant Thornton – Audit Return
  - Correspondence received from Mr P Davies, Lindridge – concern of speed on A443 at Lindridge.
  - Email sent and received from Cllr K Pollock in connection with speed issue of A443 at Lindridge.
  - Email received from Steven Greybanks – architect representing the applicant for The Nags Head.
  - Email sent to the applicant of The Nags Head.
  - Email to Mr Carless asking for advice of speed reduction measures in Eardiston.
  - Emails received from Dave Jew and Gerry Brienza following up on site meeting with Parish Council representatives with regard to speed reduction measures in Eardiston.
  - National PayScale increase received via CALC from SLCC.
  - Letter to TSB advising of pay increase for Clerk.
  - Email received and sent to Jo Cross, MHDC- reply to initial response to potential S106 grant money available if proposed outline development takes place in Eardiston.
  - Email received from Paul Lodge, MHDC – re wheelie bin situation being left out. CLERK TO CONTACT MHDC
  - Report online regarding the road sweeping in Eardiston; overgrown shrubbery in Lower Frith Common.
  - Email sent to G Brienza and associate departments with concerns over the road slip at Frith Common
  - Email sent to planning services re: siting of static caravan at Broombank.
- **PC38 – Items for Future Agenda**

- - Emergency Plan
  - Lindridge Autumn Show
  - Road and Drainage Issues
  - Speed Restrictions in Eardiston
  - Standing and Financial Orders
  - Parish Awards
  - My Parish Website
- 

**PC39 – Items for Teme Span and Next Meeting Date**

Items to be submitted:-

Date of next meeting and Emergency Plan Item.

The next meeting will be on Wednesday 14<sup>th</sup> September at 7.00pm at Lindridge Parish Hall.

The meeting ended at 10.30 p.m.

**The Minutes of Lindridge Parish Council Annual Meeting**  
**Wednesday 13<sup>th</sup> July 2016 at 7.00pm at Menithwood Chapel Hall**

**Present:** Cllr Mrs A Winwood, Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans, Cllr Mrs M Morris.

**In Attendance:** Cllrs K Pollock and C Dell.

**Members of the Public:** Mr and Mrs N Davies, The Hoploft, Lindridge & Mr and Mrs P Wallace, The Stables, Lindridge.

The members of the public presented their views to the Parish Council with concerns of the speed of traffic (cars/lorries) on the A443, at Lindridge, in particular near to the school/church. Visibility exiting their properties was poor thus another cause for concern. Also not having a footpath facility. Mrs Wallace asked if a survey had been carried out on that stretch of road.

After much discussion with Cllr Pollock present, he advised that there would be no resources to provide a footway. He suggested that an advisory speed limit (as a suggestion) could be installed and another factor that could be looked into, is when the school warning lights are operational, these could advise to drive at 20mph. The Parish Council would ask advice from Highways Engineers of these options.

**PC24. Receive Apologies for Absence:** Cllr Mrs D Hawkeswood – Due to Sickness  
Cllr Mrs K Pardoe. – Another Commitment

**PC25. Declarations Personal and Prejudicial Interest**

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

The Chairman read out a statement - at the Annual Meeting, Cllr Mrs Winwood's husband had attended the meeting during the public open session to ask the advice of the Council on a particular issue. He made it clear at that meeting that as his wife was a Parish Councillor there was a declaration of interest. However, Cllr Mrs Winwood had not made the declaration herself, mistakenly assumed that this fulfilled the requirement. On this occasion a Declaration of Interest should have been notified before the start of the meeting. As a reminder to all members of the council, the Clerk produced documents relating to this matter to assist with future reference before attending meetings.

**PC26. Minutes of the 11<sup>th</sup> May 2016 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC27. Agree, check and minute accounts**

Cllr Mrs Lowe and Cllr Benbow agreed, checked and signed accounts.

**Accounts paid since last meeting**



- Parish Clerk, Salary – May & June 2016  
£549.88

### **Accounts Unpaid**

- Parish Clerk, Expenses for May & June 2016 £  
71.33
- Parish Lengthsman – May & June 2016  
£299.00
- Lindridge Parish Hall – Hire – 11.05.16 £  
30.00
- The Post Office – Tax Payments Apr/May/June 2016 £  
46.00
- Lindridge Parish Hall – Contribution for Autumn Show  
£200.00

A change of monthly standing order for the Parish Clerk from £274.94 - £279.59 from 25th July 2016. – Due to national pay increase from the Society of Local Council Clerks.

### **PC28. Progress Reports for Information**

**District Councillor** – Cllr Dell reported that a system was being implemented at the hub to provide an improved service. Demolition works had begun on the Tesco site. Cllr Dell reported that he was the Standards Chairman; his role was to facilitate and implement improvements in standards.

The Chairman asked if a pass to the car park be obtained, as up and coming training events that are being held over the winter months, means parking a distance away from the venue, and that an issue of personal safety is of concern.

**County Councillor** – Cllr Pollock confirmed that the landslip works at Frith Common were to take place February 2017. He discussed the Eastham Bridge situation, and that a temporary bridge would be installed by Christmas. Investigation works would continue into why it collapsed and the design of a permanent replacement was with Historic England.

Cllr Williams asked about weight restrictions on the Frith Common road. **Reply** – if signs say unsuitable for HGV's this is an advisory sign, however, heavy vehicles that require access would say "except for access".

Cllr Evans asked would we receive the report of the fatal accident that occurred. **Reply** – it may be publicised, however, noted that if a full report became available we would be informed.

Cllrs Evans/Benbow commented on verges. It appeared that Menithwood was not having verges cut, however, Frith Common had yet received a second severe cutting. **Reply** – this was a worrying situation regarding the scalping of the verges and would be in our interest to make a complaint once again.

**Parish Hall Representative** – Cllr Williams reported that at the recent AGM, the temporary acting treasurer had confirmed that for the time being expenditure was on hold. A recent Grant received meant that the Parish Hall had to part funds the scheme; this has lowered reserves. When monies become available, an improved boundary line between the Hall and Yarranton’s will be looked into. Bookings are still good. Calor Gas situation ongoing.

Cllr Workman commented that Vickie Melling had approached the Club to see if it would be possible to put a shed for the Toddler Group in place where the Emergency Shed used to stand.

**Public Path Warden** – The Chairman reported that due to the season, some footpaths that are not used as regularly will be becoming overgrown. A path where a landslip had occurred was currently blocked.

### **Councillors**

Cllr Mrs Lowe on behalf of Cllr Mrs Pardoe – The bus shelter had weeds growing over the top and inside it. The Clerk to report to the Lengthsman. Road in Eardiston had still not been cleaned of mud.

Cllr Mrs Lowe – At the start of the Menithwood road from the A443 required jet patching. Clerk to report.

Cllr Benbow – Reported that he had attended a broadband/Airband review at Worcester on 16 June 2016. It appeared that a major virus had attacked the hardware system of quite a lot of systems. However, this was not the reason why the service in this area had deteriorated. Since Broadband had been installed, the peak period of usage had been between 6-9pm and now it was 4pm – midnight. The performance was unlikely to improve, until BT had installed Superfast Broadband. Cllr Benbow had canvassed opinions of users in Lindridge Parish and was surprised to learn of the poor opinion of the performance of the system. He would be having a follow up meeting on 14 July 2016. Individual connections routed and errors would be sorted. Cllr Benbow confirmed that the Eardiston exchange had received new Fibre connection. Frith Common would have a new cabinet in place sometime between January – September 2017 for Fibre Superfast Broadband. Currently there were no plans in place for Menithwood. Cllr Evans was currently carrying out a survey of residents for Menithwood and likewise a Councillor for Pensax.

Cllr Evans – Raised the question – should the Parish Council be endorsing its name and assisting with help when asked for advice from Parishioners? The general discussion held was if the Parish Council can assist in a way that does not over commit on time, then it would help in any way it can. Local Authorities are more likely to deal with complaints from a Parish Council than from an individual. As a whole it benefitted the community Voted and proposed and carried to continue.

Cllr Evans remarked on the overgrown verges in Menithwood. After discussions, it was noted that half of the village had been cut back and part remained untouched.

This was probably due to being part in Lindridge/Pensax Parishes.

Cllr Mrs Morris – the potholes were getting larger where the landslip was. The Clerk to report to the hub requesting to have these filled. She remarked that she was not encouraged by Cllr Pollock's comments regarding the landslip.

**Clerk** – The Clerk reported that she had obtained quotes for the replacement noticeboard at Menithwood. She was asked to confirm the material made and lifespan of the product. She would obtain a quote for fixing in place. Once received, to circulate to all members for a decision. Costs would come from fixed asset reserves.

**PC29 – Emergency Plan** – Cllrs Williams and Evans reported that work was progressing well with the document. A cascade of emergency telephone numbers had been set up. They confirmed that the position being adopted was to support other agencies that were tasked with evacuation or road closure procedures. They had both attended a flood awareness meeting; from this it was established that our current resources were better placed to protect areas that would be required to be used. A letter would be sent to the Church/Local School/Halls within the Parish, asking that if an emergency did arise, that these could be potential rest centres. An item would be going into the Temespan to provide advice to parishioners.

**PC30 – Road and Drainage Issues** – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an email confirming that works would be carried out from February 2017 and a road closure of up to 3 months would take place.
- Mill Lane – The Clerk to readdress issues with the Lengthsman and WCC.
- A456 – Broombank – Nothing to report at the moment.
- Loose drain gulley, tarmac disintegrating, near Cutmill Bridge, Eardiston.
- The verge cutting that had taken place again in Frith Common had received complaints. We have asked who is responsible and what is entailed in the contracts. Feedback to be received.
- Verges in Eardiston were very poor. The Clerk to confirm the remit of the Lengthsman and see if it was possible for him to undertake in keeping in good order.

**PC31 – Speed Reduction Measures in Eardiston** – Cllr Workman had sent a report to Councillors outlining discussions that were held with representatives from WCC and Safer Roads Partnership. Mr Brienza, WCC had begun delegating tasks to departments within WCC for assisting with road calming measures in Eardiston. A follow up meeting to be held.

**PC32 – Lindridge Autumn Show/School Competition** – The date had now been set. A cheque for £200 was signed at the meeting to be passed onto the Autumn Show Committee, as the contribution from the Parish Council.

The children's competition had not been well attended as previous years. The Headteacher thought this may have been down to the fact that the school is paperless now and correspondence is sent out via email. This would be addressed differently for next year.

**PC33 – Standing and Financial Orders** – Cllr Benbow confirmed these had been reviewed by himself and Cllr Williams. More changes from the financial model, were required to fit our current circumstances. The Clerk would issue to all members before the next meeting for review. The standing orders – currently 3L – press at meetings – superceded to give automatic right to record – therefore this would now be deleted under CALC recommendations. 18F Procurement Rules – comply with EU rules – await on this until further notice. All agreed.

The Clerk was advised to set up a password for the Parish Laptop. This was given in a sealed and dated envelope to the Chairman.

Cllr Williams also commented that risk assessments would be discussed at next meeting.

**PC34 – Parish Awards** – Cllr Williams reported that three nominations had been received. Cllr Mrs Lowe would also second look the nomination forms received. A forthcoming date would be set. Cllr Williams to circulate copies of citation forms. Certificate would be arranged.

### **PC35 – Review planning matters, applications and decisions**

PLANNING REFERENCE – 16/00758/HOU  
FRONT EXTENSION TO BUNGALOW  
Holmer Bungalow, Fox Lane, Menithwood, Worcestershire, WR6 6UG  
Mr and Mrs Hudson

PLANNING REFERENCE – 16/00661/OUT  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON A BUS  
AND COACH GARAGE AND WORKSHOPS. RESUBMISSION OF  
15/01220/OUT  
Mr and Mrs Yarranton

This application may have potential monies from S106. If and when a detailed application is received, the Parish Council will hold a public meeting to assess the views and requirements of residents.

PLANNING REFERENCE – 16/00359/HOU  
Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.

Damson Orchard, Menithwood, Worcestershire, WR6 6UG  
APPROVAL

**PLANNING REFERENCE – 16/00969/CLE**

Certificate of lawfulness for an existing use of caravan for holiday purposes in breach of condition 2 of planning permission 76c 178 for in excess of 10 years.

Red Lodge, Frith Common, WR15 8JX.

Mr and Mrs T and S Love

**PC36 – Report of Matters Arising from Last Meeting –**

Cllr Benbow confirmed he had spoken with Chris Carter and that the hall and car park were insured through specialist Parish Hall insurers.

Filing cabinet and My Parish Website to be discussed at next meeting.

**PC37 – Correspondence for information –**

- Insurance renewal documentation received from Came and Company
  - Letter sent to Grant Thornton – Audit Return
  - Correspondence received from Mr P Davies, Lindridge – concern of speed on A443 at Lindridge.
  - Email sent and received from Cllr K Pollock in connection with speed issue of A443 at Lindridge.
  - Email received from Steven Greybanks – architect representing the applicant for The Nags Head.
  - Email sent to the applicant of The Nags Head.
  - Email to Mr Carless asking for advice of speed reduction measures in Eardiston.
  - Emails received from Dave Jew and Gerry Brienza following up on site meeting with Parish Council representatives with regard to speed reduction measures in Eardiston.
  - National PayScale increase received via CALC from SLCC.
  - Letter to TSB advising of pay increase for Clerk.
  - Email received and sent to Jo Cross, MHDC- reply to initial response to potential S106 grant money available if proposed outline development takes place in Eardiston.
  - Email received from Paul Lodge, MHDC – re wheelie bin situation being left out. CLERK TO CONTACT MHDC
  - Report online regarding the road sweeping in Eardiston; overgrown shrubbery in Lower Frith Common.
  - Email sent to G Brienza and associate departments with concerns over the road slip at Frith Common
  - Email sent to planning services re: siting of static caravan at Broombank.
- **PC38 – Items for Future Agenda**

- - Emergency Plan
  - Lindridge Autumn Show
  - Road and Drainage Issues
  - Speed Restrictions in Eardiston
  - Standing and Financial Orders
  - Parish Awards
  - My Parish Website
- 

**PC39 – Items for Teme Span and Next Meeting Date**

Items to be submitted:-

Date of next meeting and Emergency Plan Item.

The next meeting will be on Wednesday 14<sup>th</sup> September at 7.00pm at Lindridge Parish Hall.

The meeting ended at 10.30 p.m.

**The Minutes of Lindridge Parish Council Annual Meeting**  
**Wednesday 13<sup>th</sup> July 2016 at 7.00pm at Menithwood Chapel Hall**

**Present:** Cllr Mrs A Winwood, Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans, Cllr Mrs M Morris.

**In Attendance:** Cllrs K Pollock and C Dell.

**Members of the Public:** Mr and Mrs N Davies, The Hoploft, Lindridge & Mr and Mrs P Wallace, The Stables, Lindridge.

The members of the public presented their views to the Parish Council with concerns of the speed of traffic (cars/lorries) on the A443, at Lindridge, in particular near to the school/church. Visibility exiting their properties was poor thus another cause for concern. Also not having a footpath facility. Mrs Wallace asked if a survey had been carried out on that stretch of road.

After much discussion with Cllr Pollock present, he advised that there would be no resources to provide a footway. He suggested that an advisory speed limit (as a suggestion) could be installed and another factor that could be looked into, is when the school warning lights are operational, these could advise to drive at 20mph. The Parish Council would ask advice from Highways Engineers of these options.

**PC24. Receive Apologies for Absence:** Cllr Mrs D Hawkeswood – Due to Sickness  
Cllr Mrs K Pardoe. – Another Commitment

**PC25. Declarations Personal and Prejudicial Interest**

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

The Chairman read out a statement - at the Annual Meeting, Cllr Mrs Winwood's husband had attended the meeting during the public open session to ask the advice of the Council on a particular issue. He made it clear at that meeting that as his wife was a Parish Councillor there was a declaration of interest. However, Cllr Mrs Winwood had not made the declaration herself, mistakenly assumed that this fulfilled the requirement. On this occasion a Declaration of Interest should have been notified before the start of the meeting. As a reminder to all members of the council, the Clerk produced documents relating to this matter to assist with future reference before attending meetings.

**PC26. Minutes of the 11<sup>th</sup> May 2016 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC27. Agree, check and minute accounts**

Cllr Mrs Lowe and Cllr Benbow agreed, checked and signed accounts.

**Accounts paid since last meeting**

- Parish Clerk, Salary – May & June 2016  
£549.88

### **Accounts Unpaid**

- Parish Clerk, Expenses for May & June 2016 £  
71.33
- Parish Lengthsman – May & June 2016  
£299.00
- Lindridge Parish Hall – Hire – 11.05.16 £  
30.00
- The Post Office – Tax Payments Apr/May/June 2016 £  
46.00
- Lindridge Parish Hall – Contribution for Autumn Show  
£200.00

A change of monthly standing order for the Parish Clerk from £274.94 - £279.59 from 25th July 2016. – Due to national pay increase from the Society of Local Council Clerks.

### **PC28. Progress Reports for Information**

**District Councillor** – Cllr Dell reported that a system was being implemented at the hub to provide an improved service. Demolition works had begun on the Tesco site. Cllr Dell reported that he was the Standards Chairman; his role was to facilitate and implement improvements in standards.

The Chairman asked if a pass to the car park be obtained, as up and coming training events that are being held over the winter months, means parking a distance away from the venue, and that an issue of personal safety is of concern.

**County Councillor** – Cllr Pollock confirmed that the landslip works at Frith Common were to take place February 2017. He discussed the Eastham Bridge situation, and that a temporary bridge would be installed by Christmas. Investigation works would continue into why it collapsed and the design of a permanent replacement was with Historic England.

Cllr Williams asked about weight restrictions on the Frith Common road. **Reply** – if signs say unsuitable for HGV's this is an advisory sign, however, heavy vehicles that require access would say "except for access".

Cllr Evans asked would we receive the report of the fatal accident that occurred. **Reply** – it may be publicised, however, noted that if a full report became available we would be informed.

Cllrs Evans/Benbow commented on verges. It appeared that Menithwood was not having verges cut, however, Frith Common had yet received a second severe cutting. **Reply** – this was a worrying situation regarding the scalping of the verges and would be in our interest to make a complaint once again.



**Parish Hall Representative** – Cllr Williams reported that at the recent AGM, the temporary acting treasurer had confirmed that for the time being expenditure was on hold. A recent Grant received meant that the Parish Hall had to part funds the scheme; this has lowered reserves. When monies become available, an improved boundary line between the Hall and Yarranton’s will be looked into. Bookings are still good. Calor Gas situation ongoing.

Cllr Workman commented that Vickie Melling had approached the Club to see if it would be possible to put a shed for the Toddler Group in place where the Emergency Shed used to stand.

**Public Path Warden** – The Chairman reported that due to the season, some footpaths that are not used as regularly will be becoming overgrown. A path where a landslip had occurred was currently blocked.

### **Councillors**

Cllr Mrs Lowe on behalf of Cllr Mrs Pardoe – The bus shelter had weeds growing over the top and inside it. The Clerk to report to the Lengthsman. Road in Eardiston had still not been cleaned of mud.

Cllr Mrs Lowe – At the start of the Menithwood road from the A443 required jet patching. Clerk to report.

Cllr Benbow – Reported that he had attended a broadband/Airband review at Worcester on 16 June 2016. It appeared that a major virus had attacked the hardware system of quite a lot of systems. However, this was not the reason why the service in this area had deteriorated. Since Broadband had been installed, the peak period of usage had been between 6-9pm and now it was 4pm – midnight. The performance was unlikely to improve, until BT had installed Superfast Broadband. Cllr Benbow had canvassed opinions of users in Lindridge Parish and was surprised to learn of the poor opinion of the performance of the system. He would be having a follow up meeting on 14 July 2016. Individual connections routed and errors would be sorted. Cllr Benbow confirmed that the Eardiston exchange had received new Fibre connection. Frith Common would have a new cabinet in place sometime between January – September 2017 for Fibre Superfast Broadband. Currently there were no plans in place for Menithwood. Cllr Evans was currently carrying out a survey of residents for Menithwood and likewise a Councillor for Pensax.

Cllr Evans – Raised the question – should the Parish Council be endorsing its name and assisting with help when asked for advice from Parishioners? The general discussion held was if the Parish Council can assist in a way that does not over commit on time, then it would help in any way it can. Local Authorities are more likely to deal with complaints from a Parish Council than from an individual. As a whole it benefitted the community Voted and proposed and carried to continue.

Cllr Evans remarked on the overgrown verges in Menithwood. After discussions, it was noted that half of the village had been cut back and part remained untouched.

This was probably due to being part in Lindridge/Pensax Parishes.

Cllr Mrs Morris – the potholes were getting larger where the landslip was. The Clerk to report to the hub requesting to have these filled. She remarked that she was not encouraged by Cllr Pollock's comments regarding the landslip.

**Clerk** – The Clerk reported that she had obtained quotes for the replacement noticeboard at Menithwood. She was asked to confirm the material made and lifespan of the product. She would obtain a quote for fixing in place. Once received, to circulate to all members for a decision. Costs would come from fixed asset reserves.

**PC29 – Emergency Plan** – Cllrs Williams and Evans reported that work was progressing well with the document. A cascade of emergency telephone numbers had been set up. They confirmed that the position being adopted was to support other agencies that were tasked with evacuation or road closure procedures. They had both attended a flood awareness meeting; from this it was established that our current resources were better placed to protect areas that would be required to be used. A letter would be sent to the Church/Local School/Halls within the Parish, asking that if an emergency did arise, that these could be potential rest centres. An item would be going into the Temespan to provide advice to parishioners.

**PC30 – Road and Drainage Issues** – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an email confirming that works would be carried out from February 2017 and a road closure of up to 3 months would take place.
- Mill Lane – The Clerk to readdress issues with the Lengthsman and WCC.
- A456 – Broombank – Nothing to report at the moment.
- Loose drain gulley, tarmac disintegrating, near Cutmill Bridge, Eardiston.
- The verge cutting that had taken place again in Frith Common had received complaints. We have asked who is responsible and what is entailed in the contracts. Feedback to be received.
- Verges in Eardiston were very poor. The Clerk to confirm the remit of the Lengthsman and see if it was possible for him to undertake in keeping in good order.

**PC31 – Speed Reduction Measures in Eardiston** – Cllr Workman had sent a report to Councillors outlining discussions that were held with representatives from WCC and Safer Roads Partnership. Mr Brienza, WCC had begun delegating tasks to departments within WCC for assisting with road calming measures in Eardiston. A follow up meeting to be held.

**PC32 – Lindridge Autumn Show/School Competition** – The date had now been set. A cheque for £200 was signed at the meeting to be passed onto the Autumn Show Committee, as the contribution from the Parish Council.

The children's competition had not been well attended as previous years. The Headteacher thought this may have been down to the fact that the school is paperless now and correspondence is sent out via email. This would be addressed differently for next year.

**PC33 – Standing and Financial Orders** – Cllr Benbow confirmed these had been reviewed by himself and Cllr Williams. More changes from the financial model, were required to fit our current circumstances. The Clerk would issue to all members before the next meeting for review. The standing orders – currently 3L – press at meetings – superceded to give automatic right to record – therefore this would now be deleted under CALC recommendations. 18F Procurement Rules – comply with EU rules – await on this until further notice. All agreed.

The Clerk was advised to set up a password for the Parish Laptop. This was given in a sealed and dated envelope to the Chairman.

Cllr Williams also commented that risk assessments would be discussed at next meeting.

**PC34 – Parish Awards** – Cllr Williams reported that three nominations had been received. Cllr Mrs Lowe would also second look the nomination forms received. A forthcoming date would be set. Cllr Williams to circulate copies of citation forms. Certificate would be arranged.

### **PC35 – Review planning matters, applications and decisions**

PLANNING REFERENCE – 16/00758/HOU  
FRONT EXTENSION TO BUNGALOW  
Holmer Bungalow, Fox Lane, Menithwood, Worcestershire, WR6 6UG  
Mr and Mrs Hudson

PLANNING REFERENCE – 16/00661/OUT  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON A BUS  
AND COACH GARAGE AND WORKSHOPS. RESUBMISSION OF  
15/01220/OUT  
Mr and Mrs Yarranton

This application may have potential monies from S106. If and when a detailed application is received, the Parish Council will hold a public meeting to assess the views and requirements of residents.

PLANNING REFERENCE – 16/00359/HOU  
Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.

Damson Orchard, Menithwood, Worcestershire, WR6 6UG  
APPROVAL

**PLANNING REFERENCE – 16/00969/CLE**

Certificate of lawfulness for an existing use of caravan for holiday purposes in breach of condition 2 of planning permission 76c 178 for in excess of 10 years.

Red Lodge, Frith Common, WR15 8JX.

Mr and Mrs T and S Love

**PC36 – Report of Matters Arising from Last Meeting –**

Cllr Benbow confirmed he had spoken with Chris Carter and that the hall and car park were insured through specialist Parish Hall insurers.

Filing cabinet and My Parish Website to be discussed at next meeting.

**PC37 – Correspondence for information –**

- Insurance renewal documentation received from Came and Company
  - Letter sent to Grant Thornton – Audit Return
  - Correspondence received from Mr P Davies, Lindridge – concern of speed on A443 at Lindridge.
  - Email sent and received from Cllr K Pollock in connection with speed issue of A443 at Lindridge.
  - Email received from Steven Greybanks – architect representing the applicant for The Nags Head.
  - Email sent to the applicant of The Nags Head.
  - Email to Mr Carless asking for advice of speed reduction measures in Eardiston.
  - Emails received from Dave Jew and Gerry Brienza following up on site meeting with Parish Council representatives with regard to speed reduction measures in Eardiston.
  - National PayScale increase received via CALC from SLCC.
  - Letter to TSB advising of pay increase for Clerk.
  - Email received and sent to Jo Cross, MHDC- reply to initial response to potential S106 grant money available if proposed outline development takes place in Eardiston.
  - Email received from Paul Lodge, MHDC – re wheelie bin situation being left out. CLERK TO CONTACT MHDC
  - Report online regarding the road sweeping in Eardiston; overgrown shrubbery in Lower Frith Common.
  - Email sent to G Brienza and associate departments with concerns over the road slip at Frith Common
  - Email sent to planning services re: siting of static caravan at Broombank.
- **PC38 – Items for Future Agenda**

- - Emergency Plan
  - Lindridge Autumn Show
  - Road and Drainage Issues
  - Speed Restrictions in Eardiston
  - Standing and Financial Orders
  - Parish Awards
  - My Parish Website
- 

**PC39 – Items for Teme Span and Next Meeting Date**

Items to be submitted:-

Date of next meeting and Emergency Plan Item.

The next meeting will be on Wednesday 14<sup>th</sup> September at 7.00pm at Lindridge Parish Hall.

The meeting ended at 10.30 p.m.

**The Minutes of Lindridge Parish Council Annual Meeting**  
**Wednesday 13<sup>th</sup> July 2016 at 7.00pm at Menithwood Chapel Hall**

**Present:** Cllr Mrs A Winwood, Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans, Cllr Mrs M Morris.

**In Attendance:** Cllrs K Pollock and C Dell.

**Members of the Public:** Mr and Mrs N Davies, The Hoploft, Lindridge & Mr and Mrs P Wallace, The Stables, Lindridge.

The members of the public presented their views to the Parish Council with concerns of the speed of traffic (cars/lorries) on the A443, at Lindridge, in particular near to the school/church. Visibility exiting their properties was poor thus another cause for concern. Also not having a footpath facility. Mrs Wallace asked if a survey had been carried out on that stretch of road.

After much discussion with Cllr Pollock present, he advised that there would be no resources to provide a footway. He suggested that an advisory speed limit (as a suggestion) could be installed and another factor that could be looked into, is when the school warning lights are operational, these could advise to drive at 20mph. The Parish Council would ask advice from Highways Engineers of these options.

**PC24. Receive Apologies for Absence:** Cllr Mrs D Hawkeswood – Due to Sickness  
Cllr Mrs K Pardoe. – Another Commitment

**PC25. Declarations Personal and Prejudicial Interest**

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

The Chairman read out a statement - at the Annual Meeting, Cllr Mrs Winwood's husband had attended the meeting during the public open session to ask the advice of the Council on a particular issue. He made it clear at that meeting that as his wife was a Parish Councillor there was a declaration of interest. However, Cllr Mrs Winwood had not made the declaration herself, mistakenly assumed that this fulfilled the requirement. On this occasion a Declaration of Interest should have been notified before the start of the meeting. As a reminder to all members of the council, the Clerk produced documents relating to this matter to assist with future reference before attending meetings.

**PC26. Minutes of the 11<sup>th</sup> May 2016 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC27. Agree, check and minute accounts**

Cllr Mrs Lowe and Cllr Benbow agreed, checked and signed accounts.

**Accounts paid since last meeting**

- Parish Clerk, Salary – May & June 2016  
£549.88

### **Accounts Unpaid**

- Parish Clerk, Expenses for May & June 2016 £  
71.33
- Parish Lengthsman – May & June 2016  
£299.00
- Lindridge Parish Hall – Hire – 11.05.16 £  
30.00
- The Post Office – Tax Payments Apr/May/June 2016 £  
46.00
- Lindridge Parish Hall – Contribution for Autumn Show  
£200.00

A change of monthly standing order for the Parish Clerk from £274.94 - £279.59 from 25th July 2016. – Due to national pay increase from the Society of Local Council Clerks.

### **PC28. Progress Reports for Information**

**District Councillor** – Cllr Dell reported that a system was being implemented at the hub to provide an improved service. Demolition works had begun on the Tesco site. Cllr Dell reported that he was the Standards Chairman; his role was to facilitate and implement improvements in standards.

The Chairman asked if a pass to the car park be obtained, as up and coming training events that are being held over the winter months, means parking a distance away from the venue, and that an issue of personal safety is of concern.

**County Councillor** – Cllr Pollock confirmed that the landslip works at Frith Common were to take place February 2017. He discussed the Eastham Bridge situation, and that a temporary bridge would be installed by Christmas. Investigation works would continue into why it collapsed and the design of a permanent replacement was with Historic England.

Cllr Williams asked about weight restrictions on the Frith Common road. **Reply** – if signs say unsuitable for HGV's this is an advisory sign, however, heavy vehicles that require access would say "except for access".

Cllr Evans asked would we receive the report of the fatal accident that occurred. **Reply** – it may be publicised, however, noted that if a full report became available we would be informed.

Cllrs Evans/Benbow commented on verges. It appeared that Menithwood was not having verges cut, however, Frith Common had yet received a second severe cutting. **Reply** – this was a worrying situation regarding the scalping of the verges and would be in our interest to make a complaint once again.

**Parish Hall Representative** – Cllr Williams reported that at the recent AGM, the temporary acting treasurer had confirmed that for the time being expenditure was on hold. A recent Grant received meant that the Parish Hall had to part funds the scheme; this has lowered reserves. When monies become available, an improved boundary line between the Hall and Yarranton’s will be looked into. Bookings are still good. Calor Gas situation ongoing.

Cllr Workman commented that Vickie Melling had approached the Club to see if it would be possible to put a shed for the Toddler Group in place where the Emergency Shed used to stand.

**Public Path Warden** – The Chairman reported that due to the season, some footpaths that are not used as regularly will be becoming overgrown. A path where a landslip had occurred was currently blocked.

### **Councillors**

Cllr Mrs Lowe on behalf of Cllr Mrs Pardoe – The bus shelter had weeds growing over the top and inside it. The Clerk to report to the Lengthsman. Road in Eardiston had still not been cleaned of mud.

Cllr Mrs Lowe – At the start of the Menithwood road from the A443 required jet patching. Clerk to report.

Cllr Benbow – Reported that he had attended a broadband/Airband review at Worcester on 16 June 2016. It appeared that a major virus had attacked the hardware system of quite a lot of systems. However, this was not the reason why the service in this area had deteriorated. Since Broadband had been installed, the peak period of usage had been between 6-9pm and now it was 4pm – midnight. The performance was unlikely to improve, until BT had installed Superfast Broadband. Cllr Benbow had canvassed opinions of users in Lindridge Parish and was surprised to learn of the poor opinion of the performance of the system. He would be having a follow up meeting on 14 July 2016. Individual connections routed and errors would be sorted. Cllr Benbow confirmed that the Eardiston exchange had received new Fibre connection. Frith Common would have a new cabinet in place sometime between January – September 2017 for Fibre Superfast Broadband. Currently there were no plans in place for Menithwood. Cllr Evans was currently carrying out a survey of residents for Menithwood and likewise a Councillor for Pensax.

Cllr Evans – Raised the question – should the Parish Council be endorsing its name and assisting with help when asked for advice from Parishioners? The general discussion held was if the Parish Council can assist in a way that does not over commit on time, then it would help in any way it can. Local Authorities are more likely to deal with complaints from a Parish Council than from an individual. As a whole it benefitted the community Voted and proposed and carried to continue.

Cllr Evans remarked on the overgrown verges in Menithwood. After discussions, it was noted that half of the village had been cut back and part remained untouched.



This was probably due to being part in Lindridge/Pensax Parishes.

Cllr Mrs Morris – the potholes were getting larger where the landslip was. The Clerk to report to the hub requesting to have these filled. She remarked that she was not encouraged by Cllr Pollock's comments regarding the landslip.

**Clerk** – The Clerk reported that she had obtained quotes for the replacement noticeboard at Menithwood. She was asked to confirm the material made and lifespan of the product. She would obtain a quote for fixing in place. Once received, to circulate to all members for a decision. Costs would come from fixed asset reserves.

**PC29 – Emergency Plan** – Cllrs Williams and Evans reported that work was progressing well with the document. A cascade of emergency telephone numbers had been set up. They confirmed that the position being adopted was to support other agencies that were tasked with evacuation or road closure procedures. They had both attended a flood awareness meeting; from this it was established that our current resources were better placed to protect areas that would be required to be used. A letter would be sent to the Church/Local School/Halls within the Parish, asking that if an emergency did arise, that these could be potential rest centres. An item would be going into the Temespan to provide advice to parishioners.

**PC30 – Road and Drainage Issues** – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an email confirming that works would be carried out from February 2017 and a road closure of up to 3 months would take place.
- Mill Lane – The Clerk to readdress issues with the Lengthsman and WCC.
- A456 – Broombank – Nothing to report at the moment.
- Loose drain gulley, tarmac disintegrating, near Cutmill Bridge, Eardiston.
- The verge cutting that had taken place again in Frith Common had received complaints. We have asked who is responsible and what is entailed in the contracts. Feedback to be received.
- Verges in Eardiston were very poor. The Clerk to confirm the remit of the Lengthsman and see if it was possible for him to undertake in keeping in good order.

**PC31 – Speed Reduction Measures in Eardiston** – Cllr Workman had sent a report to Councillors outlining discussions that were held with representatives from WCC and Safer Roads Partnership. Mr Brienza, WCC had begun delegating tasks to departments within WCC for assisting with road calming measures in Eardiston. A follow up meeting to be held.

**PC32 – Lindridge Autumn Show/School Competition** – The date had now been set. A cheque for £200 was signed at the meeting to be passed onto the Autumn Show Committee, as the contribution from the Parish Council.

The children's competition had not been well attended as previous years. The Headteacher thought this may have been down to the fact that the school is paperless now and correspondence is sent out via email. This would be addressed differently for next year.

**PC33 – Standing and Financial Orders** – Cllr Benbow confirmed these had been reviewed by himself and Cllr Williams. More changes from the financial model, were required to fit our current circumstances. The Clerk would issue to all members before the next meeting for review. The standing orders – currently 3L – press at meetings – superceded to give automatic right to record – therefore this would now be deleted under CALC recommendations. 18F Procurement Rules – comply with EU rules – await on this until further notice. All agreed.

The Clerk was advised to set up a password for the Parish Laptop. This was given in a sealed and dated envelope to the Chairman.

Cllr Williams also commented that risk assessments would be discussed at next meeting.

**PC34 – Parish Awards** – Cllr Williams reported that three nominations had been received. Cllr Mrs Lowe would also second look the nomination forms received. A forthcoming date would be set. Cllr Williams to circulate copies of citation forms. Certificate would be arranged.

### **PC35 – Review planning matters, applications and decisions**

PLANNING REFERENCE – 16/00758/HOU  
FRONT EXTENSION TO BUNGALOW  
Holmer Bungalow, Fox Lane, Menithwood, Worcestershire, WR6 6UG  
Mr and Mrs Hudson

PLANNING REFERENCE – 16/00661/OUT  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON A BUS  
AND COACH GARAGE AND WORKSHOPS. RESUBMISSION OF  
15/01220/OUT  
Mr and Mrs Yarranton

This application may have potential monies from S106. If and when a detailed application is received, the Parish Council will hold a public meeting to assess the views and requirements of residents.

PLANNING REFERENCE – 16/00359/HOU  
Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.

Damson Orchard, Menithwood, Worcestershire, WR6 6UG  
APPROVAL

**PLANNING REFERENCE – 16/00969/CLE**

Certificate of lawfulness for an existing use of caravan for holiday purposes in breach of condition 2 of planning permission 76c 178 for in excess of 10 years.

Red Lodge, Frith Common, WR15 8JX.

Mr and Mrs T and S Love

**PC36 – Report of Matters Arising from Last Meeting –**

Cllr Benbow confirmed he had spoken with Chris Carter and that the hall and car park were insured through specialist Parish Hall insurers.

Filing cabinet and My Parish Website to be discussed at next meeting.

**PC37 – Correspondence for information –**

- Insurance renewal documentation received from Came and Company
  - Letter sent to Grant Thornton – Audit Return
  - Correspondence received from Mr P Davies, Lindridge – concern of speed on A443 at Lindridge.
  - Email sent and received from Cllr K Pollock in connection with speed issue of A443 at Lindridge.
  - Email received from Steven Greybanks – architect representing the applicant for The Nags Head.
  - Email sent to the applicant of The Nags Head.
  - Email to Mr Carless asking for advice of speed reduction measures in Eardiston.
  - Emails received from Dave Jew and Gerry Brienza following up on site meeting with Parish Council representatives with regard to speed reduction measures in Eardiston.
  - National PayScale increase received via CALC from SLCC.
  - Letter to TSB advising of pay increase for Clerk.
  - Email received and sent to Jo Cross, MHDC- reply to initial response to potential S106 grant money available if proposed outline development takes place in Eardiston.
  - Email received from Paul Lodge, MHDC – re wheelie bin situation being left out. CLERK TO CONTACT MHDC
  - Report online regarding the road sweeping in Eardiston; overgrown shrubbery in Lower Frith Common.
  - Email sent to G Brienza and associate departments with concerns over the road slip at Frith Common
  - Email sent to planning services re: siting of static caravan at Broombank.
- **PC38 – Items for Future Agenda**

- - Emergency Plan
  - Lindridge Autumn Show
  - Road and Drainage Issues
  - Speed Restrictions in Eardiston
  - Standing and Financial Orders
  - Parish Awards
  - My Parish Website
- 

**PC39 – Items for Teme Span and Next Meeting Date**

Items to be submitted:-

Date of next meeting and Emergency Plan Item.

The next meeting will be on Wednesday 14<sup>th</sup> September at 7.00pm at Lindridge Parish Hall.

The meeting ended at 10.30 p.m.

**The Minutes of Lindridge Parish Council Annual Meeting**  
**Wednesday 13<sup>th</sup> July 2016 at 7.00pm at Menithwood Chapel Hall**

**Present:** Cllr Mrs A Winwood, Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans, Cllr Mrs M Morris.

**In Attendance:** Cllrs K Pollock and C Dell.

**Members of the Public:** Mr and Mrs N Davies, The Hoploft, Lindridge & Mr and Mrs P Wallace, The Stables, Lindridge.

The members of the public presented their views to the Parish Council with concerns of the speed of traffic (cars/lorries) on the A443, at Lindridge, in particular near to the school/church. Visibility exiting their properties was poor thus another cause for concern. Also not having a footpath facility. Mrs Wallace asked if a survey had been carried out on that stretch of road.

After much discussion with Cllr Pollock present, he advised that there would be no resources to provide a footway. He suggested that an advisory speed limit (as a suggestion) could be installed and another factor that could be looked into, is when the school warning lights are operational, these could advise to drive at 20mph. The Parish Council would ask advice from Highways Engineers of these options.

**PC24. Receive Apologies for Absence:** Cllr Mrs D Hawkeswood – Due to Sickness  
Cllr Mrs K Pardoe. – Another Commitment

**PC25. Declarations Personal and Prejudicial Interest**

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

The Chairman read out a statement - at the Annual Meeting, Cllr Mrs Winwood's husband had attended the meeting during the public open session to ask the advice of the Council on a particular issue. He made it clear at that meeting that as his wife was a Parish Councillor there was a declaration of interest. However, Cllr Mrs Winwood had not made the declaration herself, mistakenly assumed that this fulfilled the requirement. On this occasion a Declaration of Interest should have been notified before the start of the meeting. As a reminder to all members of the council, the Clerk produced documents relating to this matter to assist with future reference before attending meetings.

**PC26. Minutes of the 11<sup>th</sup> May 2016 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC27. Agree, check and minute accounts**

Cllr Mrs Lowe and Cllr Benbow agreed, checked and signed accounts.

**Accounts paid since last meeting**

- Parish Clerk, Salary – May & June 2016  
£549.88

### **Accounts Unpaid**

- Parish Clerk, Expenses for May & June 2016 £  
71.33
- Parish Lengthsman – May & June 2016  
£299.00
- Lindridge Parish Hall – Hire – 11.05.16 £  
30.00
- The Post Office – Tax Payments Apr/May/June 2016 £  
46.00
- Lindridge Parish Hall – Contribution for Autumn Show  
£200.00

A change of monthly standing order for the Parish Clerk from £274.94 - £279.59 from 25th July 2016. – Due to national pay increase from the Society of Local Council Clerks.

### **PC28. Progress Reports for Information**

**District Councillor** – Cllr Dell reported that a system was being implemented at the hub to provide an improved service. Demolition works had begun on the Tesco site. Cllr Dell reported that he was the Standards Chairman; his role was to facilitate and implement improvements in standards.

The Chairman asked if a pass to the car park be obtained, as up and coming training events that are being held over the winter months, means parking a distance away from the venue, and that an issue of personal safety is of concern.

**County Councillor** – Cllr Pollock confirmed that the landslip works at Frith Common were to take place February 2017. He discussed the Eastham Bridge situation, and that a temporary bridge would be installed by Christmas. Investigation works would continue into why it collapsed and the design of a permanent replacement was with Historic England.

Cllr Williams asked about weight restrictions on the Frith Common road. **Reply** – if signs say unsuitable for HGV's this is an advisory sign, however, heavy vehicles that require access would say "except for access".

Cllr Evans asked would we receive the report of the fatal accident that occurred. **Reply** – it may be publicised, however, noted that if a full report became available we would be informed.

Cllrs Evans/Benbow commented on verges. It appeared that Menithwood was not having verges cut, however, Frith Common had yet received a second severe cutting. **Reply** – this was a worrying situation regarding the scalping of the verges and would be in our interest to make a complaint once again.

**Parish Hall Representative** – Cllr Williams reported that at the recent AGM, the temporary acting treasurer had confirmed that for the time being expenditure was on hold. A recent Grant received meant that the Parish Hall had to part funds the scheme; this has lowered reserves. When monies become available, an improved boundary line between the Hall and Yarranton’s will be looked into. Bookings are still good. Calor Gas situation ongoing.

Cllr Workman commented that Vickie Melling had approached the Club to see if it would be possible to put a shed for the Toddler Group in place where the Emergency Shed used to stand.

**Public Path Warden** – The Chairman reported that due to the season, some footpaths that are not used as regularly will be becoming overgrown. A path where a landslip had occurred was currently blocked.

### **Councillors**

Cllr Mrs Lowe on behalf of Cllr Mrs Pardoe – The bus shelter had weeds growing over the top and inside it. The Clerk to report to the Lengthsman. Road in Eardiston had still not been cleaned of mud.

Cllr Mrs Lowe – At the start of the Menithwood road from the A443 required jet patching. Clerk to report.

Cllr Benbow – Reported that he had attended a broadband/Airband review at Worcester on 16 June 2016. It appeared that a major virus had attacked the hardware system of quite a lot of systems. However, this was not the reason why the service in this area had deteriorated. Since Broadband had been installed, the peak period of usage had been between 6-9pm and now it was 4pm – midnight. The performance was unlikely to improve, until BT had installed Superfast Broadband. Cllr Benbow had canvassed opinions of users in Lindridge Parish and was surprised to learn of the poor opinion of the performance of the system. He would be having a follow up meeting on 14 July 2016. Individual connections routed and errors would be sorted. Cllr Benbow confirmed that the Eardiston exchange had received new Fibre connection. Frith Common would have a new cabinet in place sometime between January – September 2017 for Fibre Superfast Broadband. Currently there were no plans in place for Menithwood. Cllr Evans was currently carrying out a survey of residents for Menithwood and likewise a Councillor for Pensax.

Cllr Evans – Raised the question – should the Parish Council be endorsing its name and assisting with help when asked for advice from Parishioners? The general discussion held was if the Parish Council can assist in a way that does not over commit on time, then it would help in any way it can. Local Authorities are more likely to deal with complaints from a Parish Council than from an individual. As a whole it benefitted the community Voted and proposed and carried to continue.

Cllr Evans remarked on the overgrown verges in Menithwood. After discussions, it was noted that half of the village had been cut back and part remained untouched.

This was probably due to being part in Lindridge/Pensax Parishes.

Cllr Mrs Morris – the potholes were getting larger where the landslip was. The Clerk to report to the hub requesting to have these filled. She remarked that she was not encouraged by Cllr Pollock's comments regarding the landslip.

**Clerk** – The Clerk reported that she had obtained quotes for the replacement noticeboard at Menithwood. She was asked to confirm the material made and lifespan of the product. She would obtain a quote for fixing in place. Once received, to circulate to all members for a decision. Costs would come from fixed asset reserves.

**PC29 – Emergency Plan** – Cllrs Williams and Evans reported that work was progressing well with the document. A cascade of emergency telephone numbers had been set up. They confirmed that the position being adopted was to support other agencies that were tasked with evacuation or road closure procedures. They had both attended a flood awareness meeting; from this it was established that our current resources were better placed to protect areas that would be required to be used. A letter would be sent to the Church/Local School/Halls within the Parish, asking that if an emergency did arise, that these could be potential rest centres. An item would be going into the Temespan to provide advice to parishioners.

**PC30 – Road and Drainage Issues** – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an email confirming that works would be carried out from February 2017 and a road closure of up to 3 months would take place.
- Mill Lane – The Clerk to readdress issues with the Lengthsman and WCC.
- A456 – Broombank – Nothing to report at the moment.
- Loose drain gulley, tarmac disintegrating, near Cutmill Bridge, Eardiston.
- The verge cutting that had taken place again in Frith Common had received complaints. We have asked who is responsible and what is entailed in the contracts. Feedback to be received.
- Verges in Eardiston were very poor. The Clerk to confirm the remit of the Lengthsman and see if it was possible for him to undertake in keeping in good order.

**PC31 – Speed Reduction Measures in Eardiston** – Cllr Workman had sent a report to Councillors outlining discussions that were held with representatives from WCC and Safer Roads Partnership. Mr Brienza, WCC had begun delegating tasks to departments within WCC for assisting with road calming measures in Eardiston. A follow up meeting to be held.



**PC32 – Lindridge Autumn Show/School Competition** – The date had now been set. A cheque for £200 was signed at the meeting to be passed onto the Autumn Show Committee, as the contribution from the Parish Council.

The children's competition had not been well attended as previous years. The Headteacher thought this may have been down to the fact that the school is paperless now and correspondence is sent out via email. This would be addressed differently for next year.

**PC33 – Standing and Financial Orders** – Cllr Benbow confirmed these had been reviewed by himself and Cllr Williams. More changes from the financial model, were required to fit our current circumstances. The Clerk would issue to all members before the next meeting for review. The standing orders – currently 3L – press at meetings – superceded to give automatic right to record – therefore this would now be deleted under CALC recommendations. 18F Procurement Rules – comply with EU rules – await on this until further notice. All agreed.

The Clerk was advised to set up a password for the Parish Laptop. This was given in a sealed and dated envelope to the Chairman.

Cllr Williams also commented that risk assessments would be discussed at next meeting.

**PC34 – Parish Awards** – Cllr Williams reported that three nominations had been received. Cllr Mrs Lowe would also second look the nomination forms received. A forthcoming date would be set. Cllr Williams to circulate copies of citation forms. Certificate would be arranged.

### **PC35 – Review planning matters, applications and decisions**

PLANNING REFERENCE – 16/00758/HOU  
FRONT EXTENSION TO BUNGALOW  
Holmer Bungalow, Fox Lane, Menithwood, Worcestershire, WR6 6UG  
Mr and Mrs Hudson

PLANNING REFERENCE – 16/00661/OUT  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON A BUS  
AND COACH GARAGE AND WORKSHOPS. RESUBMISSION OF  
15/01220/OUT  
Mr and Mrs Yarranton

This application may have potential monies from S106. If and when a detailed application is received, the Parish Council will hold a public meeting to assess the views and requirements of residents.

PLANNING REFERENCE – 16/00359/HOU  
Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.

Damson Orchard, Menithwood, Worcestershire, WR6 6UG  
APPROVAL

**PLANNING REFERENCE – 16/00969/CLE**

Certificate of lawfulness for an existing use of caravan for holiday purposes in breach of condition 2 of planning permission 76c 178 for in excess of 10 years.

Red Lodge, Frith Common, WR15 8JX.

Mr and Mrs T and S Love

**PC36 – Report of Matters Arising from Last Meeting –**

Cllr Benbow confirmed he had spoken with Chris Carter and that the hall and car park were insured through specialist Parish Hall insurers.

Filing cabinet and My Parish Website to be discussed at next meeting.

**PC37 – Correspondence for information –**

- Insurance renewal documentation received from Came and Company
  - Letter sent to Grant Thornton – Audit Return
  - Correspondence received from Mr P Davies, Lindridge – concern of speed on A443 at Lindridge.
  - Email sent and received from Cllr K Pollock in connection with speed issue of A443 at Lindridge.
  - Email received from Steven Greymbanks – architect representing the applicant for The Nags Head.
  - Email sent to the applicant of The Nags Head.
  - Email to Mr Carless asking for advice of speed reduction measures in Eardiston.
  - Emails received from Dave Jew and Gerry Brienza following up on site meeting with Parish Council representatives with regard to speed reduction measures in Eardiston.
  - National PayScale increase received via CALC from SLCC.
  - Letter to TSB advising of pay increase for Clerk.
  - Email received and sent to Jo Cross, MHDC- reply to initial response to potential S106 grant money available if proposed outline development takes place in Eardiston.
  - Email received from Paul Lodge, MHDC – re wheelie bin situation being left out. CLERK TO CONTACT MHDC
  - Report online regarding the road sweeping in Eardiston; overgrown shrubbery in Lower Frith Common.
  - Email sent to G Brienza and associate departments with concerns over the road slip at Frith Common
  - Email sent to planning services re: siting of static caravan at Broombank.
- **PC38 – Items for Future Agenda**

- - Emergency Plan
  - Lindridge Autumn Show
  - Road and Drainage Issues
  - Speed Restrictions in Eardiston
  - Standing and Financial Orders
  - Parish Awards
  - My Parish Website
- 

**PC39 – Items for Teme Span and Next Meeting Date**

Items to be submitted:-

Date of next meeting and Emergency Plan Item.

The next meeting will be on Wednesday 14<sup>th</sup> September at 7.00pm at Lindridge Parish Hall.

The meeting ended at 10.30 p.m.