

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 14th May 2018**.

Present: Councillors: Mr Nick Bradley, Mr Richard Coghlan, Mr Matt Darby, Mr Phil Handy (Outgoing Chairman), Mr Mike Johns, Mr Andrew Rhodes, Mr Ian Rowland-Hill (Incoming Chairman), Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

In Attendance: Mr Tim Drew (Clerk) and Mrs Gail Whiting.

1. Election of Chairman.

Cllr Johns proposed, Cllr Sly seconded and it was unanimously **agreed** to elect Cllr Rowland-Hill as Chairman.

Item 5 was brought forward:

5. Election of Vice-Chairman

Cllr Whiting proposed, Cllr Johns seconded and it was unanimously **agreed** to elect Cllr Bradley as Vice-Chairman.

The Outgoing Chairman (Cllr Handy) and Vice-Chairman (Cllr Rhodes) were presented with a small token in appreciation for their time in office.

Due to his feeling unwell, it was **agreed** the Chairman would hand the chairing of the remainder of the meeting to the Vice-Chairman.

2. Apologies for Absence.

Apologies were received and accepted from Cllrs Mr Kevin Falvey, Cllr Adrian Hardman and Mrs Diane Kemple.

3. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon.

Cllr Bradley declared a DPI for Item 11 b) i, Cllr Rhodes declared an ODI for Item 11 a) iv, Cllr Sly declared a DPI for Item 11 a) ii & e) i and Cllr Darby declared an ODI (Prejudicial) for Item 11 a) iii.

4. Minutes.

The minutes of the meeting held on Monday 9th April 2018 were **approved**.

5. Brought forward - see above.

6. To appoint members and agree Terms of Office.

- a) **Staffing Group** – Cllr's Johns, Kemple, and Shiels appointed. It was agreed that three members would be sufficient.
- b) **Planning Working Party (PWP)** - Cllr's Coughlan, Darby, Handy and Rhodes appointed. The PWP will be reviewing its terms of reference within the next couple of months.
- c) **Finance Support Group** - Cllr's Falvey, Johns and Rhodes appointed.

7. To make appointment to various roles and representative functions.

- a) Footpaths Officer – a representative appointed by Worcestershire County Council.
- b) Tree Warden – a representative appointed by Worcestershire County Council.
- c) Hancock’s Trustee – Cllr Sly appointed.
- d) Reeds Close Trustee – Cllr’s Sly and Whiting appointed.
- e) Worcestershire Parish Councils Association – Cllr’s Johns and Clerk.
- f) The Parish Council’s representative for the Bredon Hill Conservation Group – Cllr Darby appointed.
- g) Bredon’s Norton Village Hall – Cllr’s Coghlan and Whiting appointed.
- h) Police Liaison – Cllr’s Falvey and Johns appointed.
- i) Bredon Community Play & Recreation – Cllr’s Falvey, Handy, Rowland-Hill and Sly appointed.
- j) Grass Cutting – Cllr’s Sly, Falvey and Rhodes appointed.
- k) Social Media – Cllr’s Sly, Roland – Hill and Shiels appointed.
- l) Defibrillator – Cllr Falvey appointed.
- m) Maintenance of Parish Council Hygiene Facility - Cllr Falvey appointed.
- n) Parish Magazine – Cllr Shiels (with Cllr Sly as Deputy) appointed.
- o) Village Hall – Cllrs Falvey, Johns, Kemple, Rowland-Hill and Shiels appointed.
- p) Leases – Cllrs Falvey, Handy and Kemple appointed.
- q) Clerks and Hall Manager’s Contracts – Staffing Group (Item 6 above).
- r) Business Plan/Strategy Group – Cllrs Falvey, Rowland-Hill and Bradley appointed.

8. To approve Direct Debit and Standing Order Payments.

Cllr Shiels proposed, Cllr Johns seconded, and it was unanimously **agreed** that the existing Direct Debits and Standing Orders be retained for 2018-19.

9. To approve various Parish Council Documents.

- a) Standing Orders - **agreed**;
- b) Financial Regulations - **agreed**;
- c) Risk Assessment Schedule – add GDPR and Staffing and present at June meeting;
- d) Bredon Parish Council Risk Assessment – more detail on Data Security and present at June meeting;
- e) Village Hall Risk Assessment – **agreed**.

The Asset Register and existing policies to be circulated (including Social Media) and reviewed at June meeting.

10. Finances.

- a) Invoices to be paid:

Village Hall:

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|--------------------------|--|----------|
| CW Hygiene Services | Consumables | £46.27 |
| Jo Lomasney | Balance of Wages – April 2018 | £144.53 |
| Clearway Doors & Windows | Supply & Fit 2 x Main Doors plus cylinder/keys | £9778.48 |

Parish Council:

| | | |
|--------------------|-------------------------------------|----------|
| Gill Lungley FSLCC | Clerk’s CiLCA Training – March 2018 | £20.00 |
| Wychavon DC | Supply & Install 4 x Dog Bins | £2467.94 |

| | | |
|---------------------------|--|----------|
| Cox & Hodgetts Solicitors | Advice re Playing Field Lease | £486.00 |
| Kemerton Conserv'n Trust | Playing Fields Rent | £142.50 |
| Pippins Accountancy | Sage Review & VAT Return | £157.50 |
| Wychavon DC | Empty & Clean Dog Bin at Lower Lane, Kinsham | £89.10 |
| Business Supported | Balance of Clerk's Wages – April 2018 | £30.95 |
| Skip Ahoy | Skip Hire 27 th April – Fly Tipping at Dock | £150.00 |
| British Heart Foundation | Defibrillator – Village Stores (Refundable) | £600.00 |
| Came & Company | Annual Insurance (Hiscox) | £3804.61 |
| Greenworks | Grass cutting – March & April 2018 | £2214.00 |

The above payments were **agreed**.

b) Financial Report:

The April 2018 bank statements and cash book were **approved**.

11. Planning.

a) For Information:

- i. 18/00614/HP Chesapeake, Lower Lane, Kinsham, Bredon, GL20 8HT
Enlarge front gable over garage to create larger first floor room.
The parish council has made general comments.
- ii. 18/00771/OUT Land East of Bredon Road, Off Tewkesbury Road, Bredon's Hardwick
Development of approximately 500 residential dwellings (C3 Use Class) including means of access (two vehicular access points from the B4080 and a pedestrian/cycle access from Derwent Drive) and associated infrastructure and landscaping including provision of formal and informal open space and drainage attenuation basins.
See 11 e) below. To be discussed at a special public meeting.
- iii. 18/00475/HP Rough Side, Westmancote, Bredon, GL20 7ES
Amendment - demolition of existing garage, bathroom and utility areas and replacement with new extensions. Internal alterations and rendering of existing dwelling.
The parish council has made general comments.
- iv. 18/00847/HP & LB East Barn, Farm Lane, Westmancote, Bredon, GL20 7ES
A single storey addition at the rear of the property to provide additional seating area in an open-plan arrangement. To include blocking up of existing doorway and change of window to a door.
The parish council has made general comments.

b) To ratify decisions made between meetings:

- i. 18/00661/HP 10 Vallenders Road Bredon Tewkesbury GL20 7HL
Ground and first floor extensions, including internal and external modifications.
The parish council's comment that the window at the west end of Bedroom 4, which overlooks the patio of 12 Vallenders Road, should be conditioned by intervening screening to keep the privacy of this dwelling; was approved.

c) Approved:

- i. 18/00418/HP The Pound, Westmancote, Bredon, GL20 7ES
- ii. 17/02192/HP Blackberry Barn, Manor Lane, Bredon's Norton, GL20 7HB
- iii. 18/00586/HP 8 Cherry Orchard, Bredon, GL20 7HJ

iv. 18/00593/HP 39 Hill Close, Westmancote, Bredon, GL20 7EW

d) Refusal:

i. 18/00350/FUL Land Off Oak Lane, Bredon (Newlands Homes)

e) Cheltenham, Gloucester & Tewkesbury – Joint Core Strategy (CGT JCS):

i. Planning Update – Mitton Bank

Cllr Mr Sly left the meeting room for this discussion.

As per 11 a) ii above, an outline application for development of approximately 500 residential dwellings has been received by Wychavon.

An extension of time to submit comments (from 31st May 2018 to 21st June 2018), made to Jonathan Edwards, Development Manager (Planning) at Wychavon, was refused.

Cllr Darby proposed that the parish council OBJECT to the application, which was seconded by Cllr Rhodes and **agreed** unanimously. There is a large body of evidence, discussed at previous meeting which can be used in opposition to the proposed development.

It was **agreed** to hold an Open Public Meeting at the Village Hall on 5th June 2018 and to circulate a leaflet to all parishioners covering the strong case for refusal, the importance of expressing views to Wychavon and giving notification of the Public Meeting.

It was also agreed to continue liaison with Tewkesbury Town and Borough Councillors, consult with the local schools, Bredon Hill Surgery and notify Bredon Hill Parish Clerks, members of the BHCG Group and District Councillors covering Bredon Hill.

A further letter will be sent to Wychavon, chasing a response to the issues raised in December 2017.

12. Tennis Club Lease.

Cllr Falvey has received an acceptable footprint diagram from the Tennis Club and will now incorporate this into the new lease document. Tennis Club representatives will be asked to attend the June meeting and sign the new lease.

13. Village Hall Working Group / Doors / Painting & Decorating

Cllr Shiels will investigate a new sign for the Village Hall and new notice boards for the parish. Arrangements Have been made to:

- Replace a broken toilet seat in the Ladies toilet;
- Replace a lock in the Ladies Outside toilet;
- Replace / repair tiles on the VH roof and on the cottage roof.

14. Defibrillator.

Cllr Falvey reported a grant had been secured from the British Heart Foundation (BHF) for a Defib and CPR training pack for the Village Store. Bredon Stores (Spar) have been invoiced £600 to refund the parish council. BHF have also agreed a grant for a Defib and CPR training pack for Bredon Cricket Club. The £600 cost will be funded by the Cricket and Rugby Clubs together, but they need to secure funds for the Cabinet and installation.

An application for a £10k grant from the Big Lottery Fund has been submitted for the remaining defibs which could be installed around the Parish with locations to be determined and agreed.

15. Footpath Extension – Brasenose Road.

Cllr Bradley has chased progress and is meeting with WCC later this week.

16. Section 106 Monies.

A proposal from Heather Everard to refurbish the War Memorial was discussed. This was deferred to the June meeting (after the 31st May advert deadline), but Clerk to write and request more details on work involved, likely costs and suitable contractors.

Cllr Johns will investigate and make a proposal for a Pétanque (Boules) location and equipment. Clerk to clarify s106 expenditure categories with Wychavon.

Clerk to write to Martin Miles of BCPR regarding his email correspondence with Wychavon and to request he arranges for a quotation for repair of the monorail bench.

17. Gloucestershire 2050 Vision.

Cllr Sly will review and coordinate a parish council response if required.

18. Correspondence for Information.

Clerk to ask Cllr Falvey to confirm with West Mercia Police that Police Constable Zoey Carter is Bredon's Safer Neighbourhood Police Officer.

19. Progress Reports for Information.

a) Clerk:

- Bredon's Norton Kiosk now owned by the parish council. May need to apply for change of use and/or listed building consent as appropriate, depending on advice from planning and conservation officers.
- The Playing Field Lease is now ready for signing. Drainage works scheduled for completion on 26th May 2018.
- Bredon's Norton have been awarded a £2k Community Grant by Wychavon and their NHB application for a new storeroom and PA system was successful, subject to raising 50% of the funds required.
- Village Hall decorating completed on 10th May 2018.
- Glebe Field wall has collapsed into Mrs Llewelin's property. Quotation of £492, from Thomas Spry, to repair was **agreed**.
- Clerk to chase grass cutting in playground area in Cherry Orchard.

b) County & District Councillor.

No Report.

c) Website and Parish Magazine

New Village Hall website is under development.

Next Parish Magazine to include the application for 500 houses in the parish, the Public Meeting on 5th June 2018, the new Chairman and Vice-Chairman and New Homes Bonus.

20. Councillor's Reports and Items for Future Agenda.

Cllr Shiels advised the recent NALC uplift (2%) to pay scales should apply to the Clerk's salary. This was **agreed** from 1st April 2018 but will be ratified at the June meeting.

21. Date of Next Meeting.

Monday 11th June 2018.

Meeting closed at 9:05pm.