



Rous Lench Parish Council

Minutes of the Parish Council meeting held on Monday 27th November 2023

at 7pm at Rous Lench Village Hall.

Present	Clrs D Browne (Chair), G Hughes and S Davis. In attendance: Kerry Williamson (Clerk) Meeting opened at 7pm
73/23	Chairman's Welcome: Cllr Browne opened the meeting and welcomed the Councillors.
74/23	Apologies for Absence: Cllr Newton and Cllr Harrison sent apologies. Council approved Cllr Newton's reasons for absence on 25/9/2023 and 27/11/2023.
75/23	Declarations of Interest: Cllr Browne declared an interest in item 6.7 as he is good friends with the applicant. Cllr Browne will not participate or comment on item 6.7.
76/23	Dispensations: No requests received.
77/23	To receive reports from District, County Council and Police and Public Question Time (PQT): Wychavon Dist. Council (WDC): SWDP has been submitted to the Government. The Police Commissioner may have funding available for vehicle activated signs. The third round of the Wychavon Rural Fund is open. Parish Councils, local businesses, Village Halls, and community projects are encouraged to apply for up to £25,000 in funding. Private sector organisations will need to provide at least 50% of match funding and public or voluntary sector organisations will need to provide at least 30% of match funding. Worcs County Council (WCC): No report provided. Police: 16/9 - Van broken into and tools stolen whilst parked on pub car park in Radford. Action: Clerk to contact SNT to follow up on the survey on Beltane Bash as a new application will be imminent. PQT: No members of the public present.
78/23	To approve minutes of previous meeting. The minutes of the meeting of the Parish Council held on September 25th 2023, were agreed as a true record and approved.
79/23	Planning Applications and Appeals: The following applications were noted and/or discussed: a) SWDP Review consultation – response provided by RLPC. Any updates to be provided. Has been submitted, no further updates. b) W/23/00141/FUL & W/23/00142/LB , St Peters Church, Rous Lench - alterations to church to include air source heat pump, stone meter pier, external terrace, maintenance outbuilding, solar PV panels and cycle racks. Application approved by Wychavon District Council. Noted.



Clerk: Kerry Williamson
Email: rouslenchpc@gmail.com
Telephone: 07721 889703

	<p>c) W/23/00321/FUL, The Caravan At, Radford Road, Rous Lench, Evesham, WR11 4UL - additional two static caravans, one touring caravan and two day rooms to form three gypsy pitches on approved gypsy site (W/15/01159) for members of the same family already living on the site. Comment provided by RLPC, currently pending decision. Council to write to Planning Officer to ask for update.</p> <p>d) Appeal: 21/00712/FUL, The Caravan At, Radford Road, Rous Lench, Evesham, WR11 4UL - Replacement of existing dwelling and ancillary buildings with construction of new two-bedroom bungalow together with relocation of vehicular access track (part retrospective). Appeal allowed and planning permission granted by The Planning Inspectorate. Noted.</p> <p>e) W/23/01290/HP (Clerk's delegation) To note comments submitted between scheduled meetings: Court Hill House, Rous Lench, Evesham, WR11 4UJ - Two storey entrance extension with Bedroom over. Replacing extension granted in 19/01149/FUL. Noted.</p> <p>f) W/23/01944/HP (Clerk's delegation) To note comments submitted between scheduled meetings: The Thatch, Alcester Road, Radford, Worcester, WR7 4LR - The provision of a replacement outbuilding with a timber built single storey lodge for occasional accommodation for guests as ancillary use of the existing house. Noted.</p> <p>g) W/23/02150/HP, Sunstones, The Green, Rous Lench, Evesham, WR11 4UN - Installation of PV panels on roof. To discuss and provide comment. Discussed and a comment of no objections to be submitted (Cllr Browne did not participate).</p> <p>h) W/23/02236/FUL, Land On, Little Ashdene Farm, Kington Lane, Kington - Change of use of land to residential for the erection of 3 dwellings. To discuss and provide comment. Discussed and a comment of no objections to be submitted.</p>
--	--

80/23	<p>Progress Reports - Clerk reported:</p> <p>a) Update on Actions since Previous Meeting – routine work, Barclays changing account entity completed and budget work.</p> <p>b) To approve Clerk's request for annual leave – approved.</p>
-------	---

81/23	<p>Community Orchard/garden & allotments – Cllr Newton sent an update to be shared. Ground clearance works took place at the beginning of September followed by digging out for the car parking and pond and modelling of natural mounds to create impromptu seating and gathering spaces. Final grading of the land Community Garden space and seeding took place mid-October to allow grass to begin to grow before the colder weather set in. Grass is taking well. Hedging plants and trees have been received from the Woodland Trust and we are to schedule a community planting day in January/ early Feb for these to be planted, unfortunately it's been too wet to get on to site over the last 6 weeks. The Heart of England Forest have been helping with finding contractors to carry out the fencing to the allotments, which is planned for January/ February. We will start to target raising of money through 'Friends of the Community Garden' early next year ahead of a grand opening in May 2024.</p> <p>Cllr Newton suggested planting the King's Coronation tree as part of the opening of the Community Garden in May 2024, this was agreed.</p>
-------	--

82/23	<p>Rous Lench & Radford parish matters for discussion or decision:</p> <p>a) Asset maintenance checks (standing item) All assets checked, nothing to report. Action: Cllr Browne to forward defibrillator registration information to the Clerk. Action: Cllr Browne to check on the condition of strimmer and lawnmower.</p> <p>b) Vehicle Activated Sign (VAS) – Action: Clerk to investigate funding opportunities to add a solar panel to owned VAS and to purchase another 2 VASs.</p> <p>c) King’s Coronation events – Clerk circulated the plaque for Councillors to look at. Tree will be planted in May 2024 as discussed in item 8.</p> <p>d) Defibrillator – application for part-funding had been submitted and approved. Payment of RLPC’s contribution to be approved under item 10.6.4.</p> <p>e) Community Infrastructure Levy (CIL) funding – Cllr Newton sent over some suggestions: Bench with a view of the Malverns, bespoke entrance sign and/or new ped gate and entrance gate.</p> <p>f) 80th Anniversary of D-Day Landings (6th June 2024) – Local Royal Legion will help with events but not arrange one.</p> <p>g) Biodiversity Policy Requirement – Noted and Clerk summarised that RLPC are already doing a number of the suggested biodiverse ideas e.g. litter picks, community garden. Action: Clerk to look at the Biodiversity Policy.</p> <p>h) Parish Tree Warden – Clerk has contacted John Whitfield and had no reply. Action: Clerk to submit that RLPC will not have a tree warden.</p> <p>i) Local noise pollution – discussion about noise levels from local kennels. RLPC will not write directly but will send residents letter if they wish to write one or the residents can write directly to Wychavon District Council.</p>
83/23	<p>Finance</p> <p>a) End of Year Accounts & Audit – External audit has been paid for and all documents are published on the RLPC website.</p> <p>b) Budget and Precept 2024/25: To consider recommendation from the Finance Working Group and approve. The recommended budget and Precept were both approved. Action: Clerk to submit the precept request to Wychavon District Council.</p> <p>c) Clerk’s Employment: To note the National Salary Award 2023-24. The National Salary award was noted, and it was agreed this can be applied to the Clerk’s salary.</p> <p>d) Budget expenditure: To consider and approve. The budget expenditure was approved.</p> <p>e) Bank reconciliation: To consider and approve. The bank reconciliation was approved.</p> <p>f) Invoices: To approve the proposed payments. The proposed payments (see table at the end of Minutes) were agreed.</p> <p>g) Clerk’s Delegation: To note the payments made between meetings. The payments made between meetings (see table at the end of Minutes) were noted.</p>
84/23	<p>Correspondence: Worcestershire CALC: Worcestershire CALC AGM 2023. Worcestershire CALC: CALC Update 23-10.</p>

	<p>Worcestershire CALC: CALC Update 23-11.</p> <p>Worcestershire CALC: Staff Payscales 2023-24.</p> <p>Wychavon District Council: Consultation on Changes to a Street Trader Permit.</p> <p>Wychavon District Council: Parish and Town Council News.</p> <p>Wychavon District Council: Planning Communities Together Event.</p> <p>Wychavon District Council: 2024-25 Budget Requirement.</p> <p>Wychavon District Council: Wychavon District Council Civic Service.</p> <p>Worcestershire County Council: Worcestershire Tree Warden Scheme.</p> <p>Worcestershire County Council: Public Rights of Way Parish Lengthsman Scheme.</p> <p>Worcestershire County Council: Local Flood Risk Management Strategy Update.</p> <p>Worcestershire County Council: Consultation Questionnaire – Bus Back Better.</p> <p>West Mercia Police: Charter Priorities.</p> <p>West Mercia Police: South Worcestershire Rural Beat Autumn 2023.</p> <p>Resident: Airband Survey.</p> <p>OPCC Comms WMP: Town & Parish Council Survey Results – Worcestershire.</p> <p>South Lenches Clerk: Box for Defibrillator.</p> <p>Worcestershire County Council: Environmental Policy.</p> <p>DHSC Community AED Grant Team: DHSC Defibrillator Scheme – Payment Request.</p>
--	---

85/23	<p>Councillors Reports & Items for Future Agenda</p> <p>CIL funding.</p> <p>Two residents from Alcester Road, Radford adjacent to Royal Motorways Coaches, have reported to Cllr Hughes that they believe the local road drains are blocked. Clerk has reported this via the Worcestershire County Council website. The residents also have concerns that the state of the field ditch opposite could contribute to local flooding during periods of heavy rain. They requested RLPC contact the owner of the land, who they believe to be a local resident, and request he visit the area and inspect the condition of the ditch.</p> <p>Councillors discussed this: Tenant does not own the land. As tenant was growing crops, these were more likely to restrain water run off than exacerbate it. If the water was running onto the road and then onto a parishioner property, is there any duty on RLPC to ensure that the Lengthsman is clearing ditches? If the water is running off the road, is this one for Highways?</p> <p>Action: Clerk to look into who is responsible for clearing field ditches.</p> <p>Cllr Browne reported that a resident on the Green suggested that lights around the Village Green would look nice for Christmas and for events. RLPC will offer up to £500 for lights which can be stored in the village hall. RLPC would own the lights but have no obligation to put them up.</p>
-------	--

86/23	Date of next meeting: 29th January at 7pm at RL village hall.
-------	--

Meeting closed at 9pm

SIGNED: D. Browne (Chairman)

Date: 29th January 2024

Payments for authorisation.					
Chq. No.	Payee	Details	Net	VAT	TOTAL
online	Mrs Kerry Williamson	Salary & Expenses	£751.06	£0.00	£751.06
online	HMRC	Employers PAYE income tax	£37.00	£0.00	£37.00
online	Parish Lengthsman	September (£240) & October (£240)	£480.00	£0.00	£480.00
online	Rous Lench Village Hall	Meeting booking May and November 2023	£54.00	£0.00	£54.00
online	London Hearts	Defibrillator and cabinet	£750.00	£0.00	£750.00
online	Taylor Landscape and Design*	Allotment/Community gardens work (CLG funded)	£20,231.50	£4,046.30	£24,277.80
online	Winning Works Limited*	King's Coronation plaque	£73.00	£0.00	£73.00
online	Taylor Landscape and Design*	Allotment/Community gardens work (CLG funded)	£1,560.00	£312.00	£1,872.00
online	PKF Littlejohn LLP*	External audit fee	£210.00	£42.00	£252.00
TOTAL			£24,146.56	£4,400.30	£28,546.86

* - payment made between meetings

Public Question Time – None.

Kerry Williamson
Clerk and RFO