

CASTLEMORTON PARISH COUNCIL
Draft Minutes of Meeting of Castlemorton Parish Council held on
Thursday 6 January 2022 at 7.00 pm in the Parish Hall.

Present: Cllrs: Don Lupton, (Chairman) Hilary Flanders, Jeremy Hubbard, Jerry Fryman, David Smallwood, M Wilkinson and Dawn Fisher.

In Attendance: Mrs C Leake (Clerk) DCllr Mick Davies

Members of the Public: 1

Public Comments: Welcome to Mr Nigel Baker seeking co-option as a parish councillor. Acknowledgment to the earlier starting time.

01/22 Apologies: Cllr Wilkes and CCllr. T Wells

02/22 Declarations of interests

1. **Register of Interests.** No updates.
2. **To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.** Cllr. Smallwood. - Finance
3. **To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011.** Cllrs Smallwood to discuss and vote re item Section 137 application from CCA. Members supported this application to discuss and vote, valid until May 2023.

03/22 Minutes of the Previous Meeting

It was **RESOLVED** that the draft minutes of the meeting of **4 November 2021** were a true record of the meeting and were signed.

04/22 County & District Councillor's Report

DCllr M Davies reported on the following:

- Business Support Grants reference recent impact of further covid regulations.
- Discretionary Grants
- Planning. Update on improving validation process.
- The departure of senior planning officer Duncan Rudge to Worcester City. A highly valued member of MHDC team.
- Reorganisation of single teams for Wychavon and Malvern Hills
- Confirmed appointment of 2 senior posts: Environment & Economy and Housing.
- Priory Work continues
- Boundary Commission – awaiting view of first proposals

05/22. Finance Report

a) Finance Report to date

	£	£	
Balance: Nov 21		6,832.72	
Add Income	4170.55 120.00		HMRC WCC Lengthsman
Total		4290.55	
Less Expenditure pre meeting			

	104.83 453.75		Cllr Exps re hall Lengthsman Nov
Total		558.58	
Less Expenditure at meeting	559.21 200.00		Clerk July/Aug/Sept CCA Section 137 Grant
Balance at close of meeting 6 Jan 2022		9805.48	

b) Government Act 1972 Section 137 sub section (1) Application. (Ref Minute 78/21 b).
Upon receipt of completed application from Castlemorton Common Association (CCA), it was **RESOLVED** after discussion to grant the sum of £200 for the purposes of support funding the replacement goal post on the (Golden Valley) common.

c) Budget and Precept Financial Year 2022/2023

A draft budget previously circulated was discussed with consideration to increasing administration costs.

Proposed and agreed to accept budget and seek a precept of £4725 for 2022/23

d) Appointment of internal auditor: Agreed to appoint Mr Iain Selkirk for a fee of £100. Request from Cllr Smallwood to confirm the requirements/qualification of the internal audit(or). Clerk to contact CALC

e) Ref. minute 78/21b) Members in consideration of the section 137 request from Castlemorton PCC **agreed** a further payment of £100. This payment will be made on receipt of a further written request.

06/22 Highway/Footpath Reports

Highways – Cllr Smallwood presented highway report on recent activity in conjunction with lengthsman work. **VAS** presently in Hollybush with thanks to Birtsmorton councillor for support in this matter.

Persistent water leaks in New Road and continuous repair. Agreed to write to STWA seeking action in replacement of the old asbestos pipework.

Footpaths –

- Cllr Flanders reported that Green Lane highlighted for winter clearance has yet to be completed. The problem of landowners not clearing ditches is a challenge.
- WCC Countryside Services have replaced some damaged or missing footpath finger posts.
- Reminder to advise parish footpath officer, Cllr Flanders of any problems.
- Historical records indicate no known owner of that part of the track (ancient parish road) off B4208 along the side of Bannut Tree house to footpath 535(B).

It was **proposed and agreed** to pursue an application by the Parish Council to seek a public right of way. Cllr Flanders to investigate further.

07/22 Planning

Report of planning applications **received/decided** since last meeting was noted

Decision

21/00400/CLE	Workshop At (Os 7845 3772) Castlemorton	Application for a Lawful Development Certificate for the existing use of replacement caravan/office.	Pending Decision
21/00887/FUL	Bowling Green House Castlemorton Common Castlemorton Malvern WR13 6LH		Pending Decision
21/01403/FUL	Land At (Os 7806 3702) Castlemorton	Construction of track to serve existing stables. <i>The clock has been stopped on this application as MHDC require further information to make it a valid application.</i>	

		Once received the application will be published to the website again.	
21/01467/LB	Church Farm Church Road Castlemorton Malvern WR13 6BQ		MHDC Approved
21/01583/FUL	Mouchers Corner New Road Castlemorton Malvern WR13 6BT	Conversion of a small-scale detached barn to provide ancillary accommodation.	MHDC Refused
21/01264/LB	Church Farm Church Road Castlemorton Malvern WR13 6BQ	Conversion of existing store and garage, to extend the living area.	Pending
21/01263/HP	Church Farm Church Road Castlemorton Malvern WR13 6BQ	Conversion of existing store and garage, to extend the living area.	Pending
21/01804/FUL	Strawbyn Hancocks Lane Welland WR13 6LG	Proposed conversion of outbuilding with extension to replace existing timber frame structure to provide holiday let accommodation	Pending
21/01764/FUL	Church Farm Church Road Castlemorton Malvern WR13 6BQ	Installation of field access with culvert and gate.	Pending
21/01769/CU	Workshop At (Os 7845 3772) Castlemorton	Change of Use of workshop to holiday accommodation	Pending
21/01864/HP	Pewtrice Farm U61413 Castlemorton Castlemorton WR13 6LT	New vehicular access, turning and parking area and construction of garage/store/home office	PC Support Pending
21/02070/GPDQ	Building At (Os 7948 3915) Castlemorton	Proposed change of use of agricultural building to single dwellinghouse.	PC Comment MHDC Refuse
21/01869/FUL	Land At (Os 7865 3821) Castlemorton	Change of use of land to 3 No. Traveller pitches and associated works including, 3 No. day rooms, 3 No. mobile homes, 3 No. touring caravans, and hardstanding	PC Object Pending
21/01793/FUL	Workshop At (Os 7845 3772) Castlemorton	Amended design of building previously constructed following approval of planning application 07/01038/FUL	PC Oppose
21/02208/HP	Old Post Office Church Road Castlemorton Malvern WR13 6BE	Erection of a garage.	PC Support Pending

21/01583/FUL Mouchers Corner . MHDC decision to refuse. (*The proposed extension of the existing barn, which is considered to be a non-designated heritage asset for the purposes of the planning system.....*). The parish council have since provided evidence to MHDC indicating the barn was built in the early 70's.

In response MHDC state that "Overall, it would be something that would need to be considered if the applicants decided to appeal..... In the Historic Environment Record it is recorded as a post medieval cart shed so... need to review the record in more detail if the application was appealed."

21/01793/FUL Workshop. The PC **agreed to oppose** this application and upon careful examination of the supporting application documents agreed to offer further noted information for the planning officer. This would be prepared by clerk in conjunction with Cllr Smallwood.

08/22 Parish Hall and Parish Hall Trust

The chairman reported a number of matters

- National Lottery visit in November and subsequent recommendations.
- The extension project is complete. Final builder invoice and National Lottery grant payment to be completed.

- Following completion of the extension a fire risk assessment of the whole building was commissioned which revealed the need for extensive improvements which have been completed.
- A contractor has been selected to re-paint the inside of the hall.
- Interest is high and new customers have been appearing despite Covid.
- David Smallwood's initiative to re-start the afternoon talks is very welcome from both a community and fund-raising perspective.
- Appointment of new member to the Trust.

09/22 Correspondence

Particular mention of:

- CALC/NALC Updates Log in details. Whistle-stop Tour booked for new members.
- SNT – Upton updates New Neighbourhood alert scheme. Register.
- Here 2 Help Community Services Directory - Information for Parish and Town Councils
- MHDC bulletin from Vic Allison the joint Chief Executive
- Malvern Hills District Council – Consultation on Draft Hackney Carriage and Private Hire Policy
- Malvern Hills AONB Partnership Annual Review 2020/21
- MHDC: Caravan Sites & Occupancy Restrictions
- Dog Control PSPO Consultation
- Note to parish councillors re 5 year housing land supply from DCllr.

10/22 New Initiatives

Ref Min 83/21 National Lottery confirmed that they no longer offer financial assistance for Defibrillator projects and advise seeking more local support. For the Heartstart CPR Training there are at least 6 people interested in a training session. For accessibility to a defibrillator 999 emergency mobile phone network is accessible but only if providers are available in the area. Acknowledged that mobile connections are improving in the village.

Cllr Fisher reported on

- The recent environmental meeting activity from MHDC Forum, with The Hanleys Carbon Neutral group, Malvern Car Share and a proposed parish newsletter. Encouraged members to view the websites for more information.
<https://www.hanleycarbon.org> <https://transitionmalvern hills.org.uk/>
- There has been the offer of oak trees which have been taken up by a number of grateful parishioners.
- Offer support to Welland PC with consideration for the provision of a Car club in Welland Parish which may be supported by residents of Castlemorton, Birtsmorton and The Hanleys.

Chairman proposed the establishment of a **working party** to introduce and further the ideas being considered. All endeavouring to help parishioners adjust to the requirements of seeking to become carbon neutral. **Agreed** and would include Cllrs Fisher, Hubbard, Wilkinson, Flanders and Lupton with others sought by co-option as necessary.

The return of Environmental forums hopefully in February and March providing an opportunity to share ideas, conversation and experiences with those already thinking environmentally.

Reminder about arrival of new residents and the **Welcome Pack** – Please advise Cllr Flanders.

11/22 Meeting Reports

Cllr Wilkinson provided report of recent 4Cs meeting covering.

- Proposed changes to their governance arrangements.
- Decision to suspend trail hunting licences on Trust land indefinitely.

- Scrub and tree work on the commons -
- Countryside
- Environmental Land Management Scheme (ELMS)
- MHT review of parking and charges on their land has been held over for next year.

12/22 Co Option of Council Member

One interested candidate, Mr Nigel Baker. Councillors **RESOLVED** to co-opt Mr Baker and Declaration of office completed.

13/22 Delegation.

Background: CALC has advised local Councils to look to delegate matters to the Clerk **in the event of further restrictions coming into force as regards Covid** with increasing case numbers at present. There are **no legislation changes currently planned** to allow Councils to return to virtual meetings **and vote on decisions**. So council members would hold virtual meetings, with an agenda and permit members of the public to attend. These would be advisory meetings and would not form part of the Councils official minutes although notes could be made. Councillors can then discuss the key issues and give a steer to the Clerk on what decisions could be made. This would also benefit the Clerk in that Councillors are able to be updated on any actions or proposed actions and be sure that their actions are in line with the Council thinking.

RESOLVED To delegate regular Council actions to the Clerk, in consultation with councillors, until regular meetings resume or until the Council meet to fulfil the requirement to attend a meeting within 6 months or the Annual Council meeting, whichever occurs first

14/22. Next Meetings

RESOLVED that the next meeting will be **Thursday 10 March 2022**

Thursday 12 May 2022 (Annual Meetings)

Meeting concluded at 9.30pm

Signed

Date.....