

**CASTLEMORTON PARISH COUNCIL**  
**Minutes of the Meeting of Castlemorton Parish Council held on**  
**Thursday 9<sup>th</sup> January 2014 at the Parish Hall, commencing at 7.30p.m.**

**Present:** Cllrs: Angus Golightly (Chair), Don Lupton, Mary Watts, Barbara Wilkes, Anne Cotterell, Jerry Fryman, Beverley Bradshaw and David Smallwood

**In Attendance:** D.Cllr.Roger Cousins & Mrs C Leake (Clerk)

**Members of the Public:** 0

**01/2014. Apologies**

Cllrs.Ben Wiggins & CCllr.Tom Wells - apologies received and accepted.

**02/2014. Declarations of interest**

1. **Register of Interests.** None
2. **To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.** Cllr. Wilkes & Golightly ODI reference - 09/2014 and Cllr. Watts - 10/2014
3. **To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)** Cllr. Watts requested dispensation to discuss and vote on matters relating to Malvern Hills Citizens Advice Bureau. **RESOLVED** to grant dispensation.

**03/2014. Minutes of the Previous Meeting**

It was **RESOLVED** that the draft minutes of the meeting of 7<sup>th</sup> November 2013 were a true record of the meeting.

**04/2014 Matters Arising**

1. **Robin Hood** – Disappointment was expressed upon the lack of consultation regarding the recent activity at the rear of the Robin Hood - Creation of a caravan and touring park. (To be 28 static holiday home caravans) Historically the previous owners applied for a Lawful Development Certificate for an existing use as a caravan and touring park throughout the year including use of two static caravans for renting to the public for temp. holiday accommodation.

*At the time, the guidance from MHDC stated that the purpose of the application was to establish whether an existing use of land, or some operational development, or some activity in breach of a planning condition, was lawful. The certificate was not planning permission. The planning merits of the development, use, operation or activity that was occurring or has occurred at the site (such as amenity, design or landscape impacts) are not relevant. The issue of the certificate depended entirely on factual evidence about the history and planning status of the building or other land and the interpretation of any relevant planning law or judicial authority. It was up to the person applying for the LDC for an existing use to show the proper evidence.*

Subsequently with the benefit of Approval of Certificate of Lawfulness of Existing Use or Development reference 11/00969/CLE dated 18<sup>th</sup> July 2011, upon application by the new owner, the site was granted a caravan site licence in November 13 for use as a holiday park.

**RESOLVED** that a letter be sent to MHDC seeking explanation for the reasons of lack of consultation, in the light of increasing numbers, of Lawful Development Certificates and the subsequent site action which can then ensue. ("A planning application by Lawful Permitted Development"). Upon reply, this to be followed up with correspondence to Harriet Baldwin, local MP, with copies to MHDC and CALC.

2. **4C's Meeting** – November 2013. Included concerns re future of scrub clearance and livestock management with loss of personnel and reduction in livestock numbers on the commons. Future actions to be discussed by the Board. ROSPA report due out following summer drowning deaths of two young men.

**Representative on the Board of Malvern Hills Conservators.** Correspondence received from WCC seeking a representative from the Parish on the Board of MHC. Cllr. Golightly confirmed he had been approached and agreed to be considered for the position. It was **RESOLVED** that Angus Golightly be the new parish representative.

3. **Community Assets** – Nomination for Hollybush Church Room to be finalised and consideration given to also including nominations for the School, Tump and Church.

### **05/2014. Highways**

**Ref Minute 74/13 - Public Meetings re speeding along B4208.** Cllrs. disappointed to learn from the senior traffic engineer from WCC that he has decided that as “the road was previously assessed as part of the County Speed Limit Review” and “to maintain consistency throughout the County” he does not think that a “lower speed limit is justified or would be effective.” However he appreciates the concern of damage only collisions at Feathers Pitch and has approached Malvern Hills Conservators (MHC) with regard the placing of signage on their land.

The latter have responded seeking more information of evidence of injury related collisions. This has been actioned by WCC which now awaits its response from MHC.

Bus shelter at the top of Feathers Pitch. Clerk to continue investigation of ownership.

Notify parishioners in a newsletter once this project completed.

**General Highways Report** presented by Cllr. Smallwood and an update on outstanding issues. Included:

- School Highway remedial work- Meeting to be planned with reps from WCC, School and Parish Council.
- Telephone Boxes – both cleaned by BT.
- Hollybush – WCC to investigate continual water flow following ST repairs at Manor House. Water flowing from quarry across road. Suggested re dig grips and apply for ice signs to warn drivers.
- Flooding at Birtsmorton/Castlemorton boundary investigated by Cllr Golightly. Heavy duty drain cleaning equipment required. Similar situation at the bottom of Feathers Pitch. Drain clearance to be discussed with Worcestershire County Council.
- VAS – Nothing happening. Why not especially as residents have been advised of temporary siting in Hollybush? Clerk to contact Pendock direct about the potential use/borrowing of the parish's VAS sign and the involvement of the Lengthsman.
- Resident request re overhanging hedging opposite St Gregory's houses in Church Road. Present tenant to action and arrange hedge trimmer.

### **06/2014 District Councillor Report**

Included:

- Recent Council workshop regarding the consequences of 14/15 Council Tax calculations and consequential supporting issues including Council tax benefit, savings limit, child benefit & maintenance and what financial support may/will be available to the extra qualifying householders expected to pay.
- Parish and Town councils not capped and so can increase precept. Consider the provision of local requirements which may be removed by Worcestershire County and Malvern District Councils and also cluster services within villages. ie Localism.
- Bus Consultation (Worcestershire County Council proposal for savings on subsidised services) – Meeting Monday 13<sup>th</sup> January, Welland at 6.30pm.

### **Malvern Hills Conservators**

- Report received from ROSPA (Quarry drowning deaths) will be publically available soon.
- DCllr Cousins appointed chair of Land Management.

## 07/2014. Finance Report

### Income and Payments

a) It was **RESOLVED** that the following expenditure be noted & payments made:

	£	£	Description
Balance 7 <sup>th</sup> November		<b>11636.48</b>	
<b>Add Income</b>		0.00	
<b>Less Expenditure at meeting</b>			
Clerk Salary & Exps.	391.73		July/Aug/Sept
Cllr. Smallwood Reimburse	12.99		Bollard Repair
Cllr. Golightly Reimburse	23.40		Road Salt
<b>Balance at close of meeting</b>		<b>11211.36</b>	

### 08/14 Budget and Precept Financial Year 2014/2015

A draft budget previously circulated was discussed in conjunction with calculation & explanatory guidance from MHDC with regard computation and new council tax discount schemes with less government funding. This was a complex matter for discussion and understanding.

There was agreement for maintaining the precept level at £4000 which may mean a small increase (1.1%) on the 13/14 Parish Council contribution part of Council Tax due to grant reduction and subsidy previously paid by MHDC. In response it was suggested that in present economic times that this was not an acceptable situation to expect parishioners to cover the shortfall and the Parish Council itself must accept the reduction in precept. In examining the budget, increasing areas of expenditure are fixed costs and have been covered with an unchanged precept for the last 13 years with some savings in other areas providing the opportunity to carry out maintenance work in the Parish Hall for the benefit of all parishioners There is the forthcoming work anticipated on the creation of a car park and this is not the time to reduce savings with 50% of present reserves committed to this project..

**It was proposed that the Parish Council seek a precept of £4000 for 2014/2015. (14<sup>th</sup> year)**

This was seconded and **RESOLVED**. 7 Councillors in favour with Cllr Smallwood against the proposal.

### 09/2014. Planning

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

Cllr Wilkes withdrew from discussion relating to 13/01168/FUL and 13/01480/FUL

Cllr Golightly declared an interest in 13/01336/HOU

Cllr. Fryman reported on all the recent applications

<b>13/01168/FUL</b>	Upper Orchard Cottage Hollybed St. Castlemorton WR13 6DB	Proposed replacement outbuilding and change of use from residential cartilage to agricultural use.	MHDC Approved
<b>13/01223/OUT</b>	Eight Oaks Farm, Eight Oaks Castlemorton. WR13 6BU	Outline application with all matters reserved, for the erection of an affordable home (to be log cabin/mobile home type dwelling) to include auxilliary works.	PC Approval with comments
<b>13/00390/FUL</b>	Land at (os7868 3887) The Farthing Gloucester Road Castlemorton (Mr T Wilkes of Upper Orchard Cottage Castlemorton)	Conversion of redundant building to residential use.	MHDC Refused
<b>13/01480/FUL</b>	Eight Oaks Farm Eight Oaks Castlemorton WR13 6BU (Mr A Bunn)	Proposed menage and stables/agricultural building.	MHDC Refused
<b>13/01451/PDN</b>	The Orchard Cottage, Morton Green, Welland Malvern WR13 6LR (Mr J Williams)	Single Storey Extension	For Info.No consultation
<b>13/01336/HOU</b>	The Straights, Golden Valley, Castlemorton, Worcestershire, WR13 6AA (Mr & Mrs Lynch)	Side single storey extension, to form new disabled person's access, kitchen and WC.	PC Recommend Approval

### **10/2014 Malvern Hills Citizens Advice Bureau (CAB) – Search for Community Champions**

As part of a Worcestershire-wide two-year project, funded by the Heritage Lottery Advice Services Transition Fund, South Worcestershire CAB is focusing on increasing access to advice for rural communities. Castlemorton has been identified as a parish which could benefit from this and so the idea of the scheme is to recruit local 'community champions' who already know their communities well, are able to attend local events to promote their role, and would be willing to volunteer for at least four hours per week. Training and ongoing support for this role would be provided with a range of initial information sources on issues such as benefits, housing, financial management, health and well-being etc. They will act as a local point of contact for initial information and would actively signpost and refer people to their local CAB and/or other appropriate sources of help and advice. Cllrs. were asked to consider potential candidates who could then be referred to the CAB to discuss the matter further.

### **11/2014 Correspondence**

A list of the Correspondence received, was advised by the clerk to councillors and hardcopies were available for Councillors to view.

#### **Particular attention to letter/emails from:**

- MHDC - Slides re recent Parish Conference
- SWDP Statement of Community Involvement. Consultation period
- MHDC - Housing Land Supply Issues – Copy of letter to Ripple Parish Council.
- H & W Fire Authority – Consultation on Community Risk management
- WCC - Budget Consultation Event – Wednesday 22<sup>nd</sup> Jan at County Hall
- 2 copies of Worcestershire Care Services Directory 2013/2014

### **12/2014. Parish Hall Trust**

- **Ref Minute 70/13.** Still awaiting return of amended draft transfer document. Cllr Watts to follow up.

- **Ref Minute 80/2013.** Alcohol Licence application successful and dishwasher out freezer in.

**13/2014 Lengthsman.**

Meeting has taken place between Lengthsman and chairman but only a few tasks completed.

**14/2014. Any Other Business/Items for the next Meeting:**

- Meeting of the Environmental Forum Group arranged for the evening of Wednesday 19<sup>th</sup> February.
- Request for agenda items to be arranged in importance and priority of discussion.

**15/2014. Next Meetings**

It was **RESOLVED** that the next Parish Council meeting will be held at 7.30 pm on

**Thursday 6<sup>th</sup> March 2014 in the Parish Hall.**

There being no other business, the meeting closed at 10.30 pm.

Signed .....

Date.....