

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting**  
**Wednesday 24<sup>th</sup> Nov 2021 at 7.30pm**  
**At St Denys' Church, Severn Stoke**

**Present:** Cllr Preston (Deputy Chair), Cllrs Cox, Faulkner, Freeman, Garrard, Halling, Seward, Sturgess and Williams. CCllr Allen. DCllrs Harrison and Michael.

**In Attendance:** Mrs L Stevens (Clerk and RFO).  
3 members of public (residency confirmed): M&JG, JH.

**Part 1** **Resident Question Time – Nil**

**Part 2** **Agenda Items**

**1** **To consider apologies and to approve reasons for absence.**

Cllr Watkins and Cllr Hadley. Resident apologies RA.

**2** **Declarations of Interest, dispensations and points of order.**

Cllrs noted the one parish cllr vacancy. Position has been advertised, with no interested parties. No new interests declared.

**3** **Minutes of previous meeting - Wed 22<sup>nd</sup> September 2021**

Previously distributed and duly **approved**. Prps: LF. Scnd: RH.

**Councillors' Reports**

**4a** **County Cllr Allen**

● Carbon emissions from energy use in street lighting across Worcestershire have reduced by 56% since 2009/10. ● Drains in Severn Stoke village are to all be jetted in October / November each year at the same time and not at staggered times throughout the year. ● Highways have agreed to side out paths for distance of 1 mile between Severn Stoke and Clifton next year. Two locations for the VAS poles in Severn Stoke village have been reviewed and agreed and will be up by end of Jan 2022. No other actions will be taken along the A38 until after the speed review which will take place once the Upton turning roundabout is completed. ● Croome Arch application for yellow lines is proceeding and a TRO will be made soon. It will now go out to public consultation until the end of December. CCllr did ask that the lines are extended to the NT carpark, but was told this would not be contemplated until the proposed lines are in and Highways can see what affect they have. ● Severn Stoke will have more speed detection days (dates to be confirmed). Many bus stops are reported to have out-of-date timetables – it is the responsibility of the Bus Companies to update these. ● WORCESTERSHIRE BUS SERVICE IMPROVEMENT PLAN. The Department for Transport has published the National Bus Strategy, outlining ambitions to improve bus services in England. WCC, as the Local Transport Authority will enter Enhanced Partnership with Local Operators by the end of March 2022. This will have implications for the local bus network in Worcestershire, the majority of which is currently operated on a commercial basis. WCC must create a Bus Service Improvement Plan and apply for £86million funding. ● Parish Cllrs noted that the A449 to Kidderminster has cameras that are effective controlling speeding. CCllr Allen to raise the question of whether the A38 could have similar equipment.

CCllr

**4b** **DCllrs David Harrison and John Michael**

● Road sweeper was promptly sent out to Severn Stoke after receiving a request to do so. ● No change to Christmas refuse and recycling collections. ● Trying to encourage the flood defence planning application to be decided before end of year. ● MHDC has agreed to supplement funding of defences at Severn Stoke by £50,000. ● DCllr Michael met with Assistant Crime Commissioner and raised the issue of lack of sufficient policing in the parish. An additional officer will be in place by Jan 2022. The Clerk noted that she had responded to the West Mercia police survey on behalf of the parish council.

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a

**Planning - to consider, comment and resolve to respond to applications**

Cllrs noted the following planning applications:

| Application                                | Property   | Detail   | Update  |
|--|--|--|---|
| <b>21/02035/FUL</b>                        | Flood Alleviation Scheme, (OS 8563 4427), Church Lane, S.Stoke.                          | Construction of permanent flood defence for the village of Severn Stoke with associated earthworks. Minor changes to the red-line boundary marking the maximum extent of the works.                                  |   |
| <b>20/01511/FUL</b>                        | Cedar Lodge, Severn Stoke, Worcester, WR8 9JA  | Change of use of Cedar Lodge and Coventry Barn (old School House) to 2 residential dwellings. 16/00076/FUL. Variation condition 2.   | Application withdrawn 08/11/2021                      |
| <b>21/01277/NMA</b>                        | Coventry Barn Severn Stoke Worcester WR8 9JA   | Non-material amendment. Conversion of Coventry Barn to a single dwelling and a detached garage/car port / office with car parking and landscaping. 17/01677/FUL. Minor alterations to external appearance, glazing.. | Application Refused                                   |
| <b>21/00596/LB</b>                         | Croome Court, Croome D'abitot, Severn Stoke  | Works to address structural and damp issues in the Temple greenhouse   | Being determined by MHDC.<br>Still pending 17/11/2021 |
| <b>20/000015/CM</b><br><b>20/000009/CM</b> | Ryall North Quarry, Land off Ryall's Court Lane, Holly Green, Upton-upon-Severn, WR8 0PF | Extraction (1.4 million ts sand gravel), temporary wharf, progressive lake restoration / Extraction of aggregates, restoration to agric. and lake for water sports.  | Being determined by WCC.<br>Still pending 17/11/2021  |

Cllrs requested a site visit to Cedar Lodge and Coventry Barn. DCllr Harrison to arrange.

DCllr  
Harrison

B

**Compulsory purchase of land in relation to the bund - clarification.**

DCllrs confirmed that this is not a compulsory purchase but is notice that the land is to be used for the bund. Previous versions of the application designs included a red line enclosing the parish hall car park, but latest versions do not include this line. Parish Cllrs noted that they have 12 years remaining of lease of the land (village hall site) and have receive no communication about the land from land agents, higher tier councils or the Environment Agency. No action at this time.

c

**Goods Vehicle Operators Licence - Defford Mill x 2 applications.**

The Clerk had responded to these two applications asking that vehicles exiting the site continue to turn left and not go through the villages of Dunstall and Earls Croome. It was noted that parish councils are not statutory consultees in such matters (in the instances that they are not local land owners) However, District Cllrs encouraged responses from the parish council on this and similar matters - the district council does take them into account when responding as statutory consultees themselves.

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**Community speed and traffic concerns.**

– discuss and formulate Motions not requiring written notice

**a. Update following meeting with Highways – report by Cllr Seward.**

Parish Cllr Seward meet with CCllr Allen and HD rep from Highways. Most highways improvement works along the A38 are suspended pending a speed limit review (upon Upton roundabout completion). ● Agreement obtained at the meeting that siding out was to proceed along the A38 for a distance of 1 mile from Severn Stoke towards Clifton. ● Agreement obtained on locations for

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the VAS in Severn Stoke. ● Damaged verge masters at Severn Stoke have been reported by the Clerk to WCC website. ● Yellow lines at Croome London Arch – formal traffic order and county council public consultation to take place soon with regard to the original proposition around the bend only. The additional portion from Croome Arch to NT entrance to be considered later. Cllr Seward had pursued with Highways the option of building a small bund behind the bollards – this can be considered after yellow lines installed. Traffic speed monitoring tubes are not an option at present - fully booked for 2022 and unlikely they would be contemplated by Highways until yellow lines are in place. ● Clerk continues to request additional jetting of drains down hill away from Croome Arch.

- b. High Green VAS stats.** 22/09/2021 to 28/11/2021. Total Vehicle count 28,332  
Max speed 55mph on 23/09/2021 at 19:00:00 hrs
- c. Kinnersley community speed watch training.** PCSO Marc Watts (Community Speed Watch Coordinator) has been assisting with police vetting forms for volunteers. Three more volunteers are required to proceed – Cllr Cox noted that she had some additional volunteers in mind. Cllr Cox
- d. Suggestion for 30mph wheelie bin stickers.**  
Cllr Cox has some spare stickers from previous projects in Kinnersley. These are to be provided to Cllr Preston and popped through doors along the A38 in Severn Stoke village. Other residents may request one for free subject to availability. Notice to be put in Klinks magazine. Cllr  
Preston  
  
Cllr Cox

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**Highways, footpaths & infrastructure**

– discuss and formulate Motions not requiring written notice

- a Option to adopt red phone box High Green.**  
Cllrs considered options and possible future uses. Adoption will initially cost £1 but repairs and maintenance would fall to the parish council to fund. Clerk noted that the heritage and history of the village was worth considering in these deliberations. No members of public had come forward to object to the parish council adopting this phone box. Motion for the Clerk to begin the process with BT, which involves a BT organised public consultation as this is a listed building. Prp: GS. Scnd: RH One vote against. Duly Carried. Residents to be asked for use suggestions in Klinks. Clerk  
  
Cllr Cox
- b Fly tipping Knights Hill.**  
Household waste has for some time been dumped by local residents in both the back lane to the fishing ponds and outside properties on Knights Hill. Croome estate unable to assist as not their land. District Council unable to treat as collectable flytipping as not on public highway. The Clerk had re-reported to the housing association Platform, district and county council on account of the vermin and danger to public health. DCllr Michael to assist by making contact with the housing association. Clerk  
  
DCllr  
Michael
- c Faulty street light Knights Hill**  
Clerk had reported to Prysmian Group and had received an acknowledgement but no promise of action. DCllr Michael to assist with chasing. Clerk.  
DCllr
- d Overgrown shrub on Stonnall Close (Calor gas land).**  
DCllr Harrison to assist and involve Rob Rich. Clerk to forward all correspondence so far. Clerk  
DCllr
- e Milestone, High Green to Croome road. Maintenance update.**  
Cllrs received a quotation for a plastic style replacement front plate for £145.50. Cllrs considered this both too expensive and also inappropriate a material for this unscheduled but important monument. Cllr Sturgess to assist with obtaining a cheaper quote. Cllr  
Sturgess

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- f Overgrown hedges on Madge hill**  
Savills PW has agreed to request of tenants that they side up the hedges.
- g Block rights of way parish wide**  
Savills PW has agreed to contact tenants instructing that they clear as necessary. Current list is as follows:
- 566 and 552. A38 to Kinnersley. Still obstructed in horse field adjacent to Stoke Gardens, and overgrown with rape crop in the large field behind.
  - 551 from 552 to Madge Hill lane. Overgrown, not reinstated.
  - 548. Corner of Cubsmoor to junction with 545 at Fishponds. Path can be seen due to some use, but not reinstated. Will be overgrown with rape as it grows.
  - 515. Worcester Lodge to join 515 at Fishponds and 543/510 from Birch Lane to Worcester Lodge. Not reinstated, overgrown.
  - 532. Birch Green, behind chicken houses east to Lane. Not reinstated.

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**Group/Committee updates**

– discuss and formulate Motions not requiring written notice

- a Parish Hall - update including**
- i Village Hall constitution last updated 1992.** Cllr Williams to liaise with hall committee to ascertain which version they have on record and suggest options for revisiting the constitution. Cllr Williams
- ii Request by Hall Committee to investigate option for (part) funding hall redevelopment via a Public Works loan.** A Public Works Loan is a facility available to parish councils to borrow money from the Treasury for local projects. The loans are subject to low interest rates and are often repaid through levying an additional precept on the Council Tax of the Parish. DCllr had advised the committee to approach Plunkett Association and ACRE. Cllrs noted that it might be difficult to obtain a loan with only 12 years lease remaining. Cllrs unanimously gave general support for this and noted that it can be addressed as part of work to update the constitution and once the agents ( on behalf of Merchant Ventures) provide confirmation that they would be willing to extend the current lease beyond the 12 years left. **Motion:** Clerk to contact agents ref the above. Prp: RG. Scnd: SF. It was noted that Bob Cowney (KPS) has much experience on the topic of parish council loans. Committee are to be reminded to retrieve the memorial plaque before it deteriorates further. Clerk
- b Remembrance 2021 – report by Cllr Freeman**  
Attendance at St Denys' was encouraging to see, with many residents staying to take part in the wreath laying at the memorial. DCllr Harrison was in attendance. A parish council wreath was laid on behalf of Cllrs and the Lengthsman.
- c**
- d Police monthly update reports.** PCSO Stacey Birks has left the area. PO Jon Hands is now the only permanent police rep. An additional PO is due to take post in January 2022.
- e Neighbourhood Matters – West Mercia Police neighbourhood watch initiative involving emailed updates.**  
Question of how to disseminate such information to those not online. Cllrs considered setting up a parish resident email group but it was acknowledged that this would duplicate others in existence. DCllr Michael has tabled a meeting with Neighbourhood Matters in December. DCllr Michael
- f Lengthsman.**  
The Lengthsman had provided an update on recent work at London Arch - graffiti removed, replacement signs ordered, re-sited fallen bollard, chevron and bollards cleaned. Eastern approach to High Green strimmed.

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**g WCALC AGM – report by Cllr Faulkner.**

Cllrs had attended the AGM in order to receive CALC updates but also to assess the value for money that this organisation provides. Overall role of CALC is to provide professional advice and training. Current cost is £ 477.87 pa and yet the training provided for parish cllrs costs in addition to this. Cllrs were unconvinced as to the benefits of retaining membership. Options present by Cllr Faulkner: i) Keep membership as it, ii) Keep membership for another year and use it more proactively, iii) cease membership. The Clerk is to enquire whether any discount can be offered and to ask for a list of which other parish councils are members.

Clerk

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**General Finance and Administration**

*Motion to suspend standing orders to allow public participation. Duly carried*

**a Finance committee. To receive, consider and vote upon the following recommendations from the Finance Committee:**

**i. The annual income and expenditure budget for 2022/2023.**

Cllrs had no amendments to make, though it was noted that the phone box once adopted should be added to the budget. CALC budget to remain in place until further notice. Prps: GS. Scnd: RH.

Clerk

**ii. Annual precept for 2022/2023.**

Cllrs noted that a rise was required in order to pay the Lengthsman a correct and standard hourly wage and also noted that the bus shelters and noticeboards would require maintenance over the next few years. Cllrs also noted likely solicitors fees of the hall land lease. An initial motion for a 9% rise was unanimously rejected. Motion - **Cllrs agreed a precept rise of 4%. Prp: RW Scnd: RG.** Note the above recommendations will include appropriate budget thresholds to account for debate in the confidential session below.

Clerk

*Motion to reinstate standing orders. Duly carried.*

**b To consider and motion to approve the payment of accounts made in the previous month. Appendix 1. Duly approved. Prps: GS. Scnd: LF.**

**c To consider and motion to approve the payment of outstanding accounts Nov 2021. Appendix 2. Duly approved. Prps: GS. Scnd: RG**

**d To receive and motion to accept latest bank reconciliation Duly approved. Prps: GS. Scnd: LF**

**e To agree parish council meeting dates for 2022.**

Clerk to distribute dates.

Clerk

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**Correspondence, dates for diary, items for future agenda.**

**a** Tarmac Liaison Group. Next meeting Thu 24 March 2022 4pm.

**b** Croome Liaison Group. Next meeting Thu 10 March 2022.

**c** Launch of the Sustainable Tourism Project 18 November 2021

DCllr Harrison noted that the standards board has been convened ref Croome Liaison Committee. Parish Council to add to agenda in January.

Clerk

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**11. Confidential session** - All members of the public left at this point in the meeting.

**Motion and resolution to move into a closed session without prejudice. To exclude members of the press and public on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) and Schedule 12 of the Local Gov Act 1972. Duly Carried. Prp: GS. Scnd: PP.**

- i. Finance committee. To receive, consider and vote upon the following recommendations from the Finance Committee:**

**Review of Lengthsman wage and mileage.**

CLRs received a comparison of Lengthsman wages in other parish councils, as much as they could be ascertained. It was noted that the Lengthsman rate of pay has not been reviewed for many years. Cllr agreed to increase the hourly rate from £13.00 to £17.00 to bring this contract in line with other parish councils. Prps: LF. Scnd: RG. CLRs thanked Mr SB for his diligence and dedication to the parish. Clerk to reissue contract for signature. To take effect from 1<sup>st</sup> December 2021.

**Next Parish Council meeting – January 2022, 7.30pm. Date to be confirmed.**

Signed ..... Chairman .....Date

**Appendix 1. Items already paid via online banking 2021**

*(Approved under previous agenda or required payment under contract monthly):*

|               |  |         |
|---------------|--|---------|
| Mr Simon Bott | Lengthsman Sept 2021                     | £208.00 |
| Mr Simon Bott | Lengthsman Oct 2021                      | £209.30 |
| Mr Simon Bott | Mowing Parish Hall and verges Oct SB0350 | £40.00  |
| Lisa Stevens  | Clerk wages [Sept]                       | £294.16 |
| Lisa Stevens  | Expenses Oct 2021                        | £12.35  |
| Lisa Stevens  | Reimbursement ink cartridges             | £25.00  |

**Appendix 2. Item for payment Nov 2021:**

|              |                    |         |
|--------------|--------------------|---------|
| Lisa Stevens | Clerk wages [Oct]  | £294.16 |
| Lisa Stevens | Expenses Nov 2021. | £18.34  |

-end-