

Bredon, Bredon's Norton and Westmancote Parish Council

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 13th November 2017**.

Present: Councillors: Mr Nicholas Bradley, Mr Matt Darby, Mr Kevin Falvey, Mr Phil Handy (Chairman), Mr Mike Johns, Mrs Diane Kemple, Mr Andrew Rhodes, Mr Ian Rowland-Hill, Mr Declan Shiels and Mr Rob Sly and Mr Brod Whiting.

In Attendance: Mr Tim Drew (Clerk), Mr Malcolm Walters, Mr Alan Newall and Mr Adrian Hardman (District & County Councillor), Mr Jeremy Sutcliffe (Barratt West), Mr Nelvin Holden (Mactaggart & Mickel), Mr Matthew Fox (RPS), Mr Dan Angell (TFA), Ms Clare Danks (Origin 3) and Mr Tim Partridge (RPS).

Before the meeting commenced, **Public Question Time** was held; the notes of which are appended to these minutes.

1. Apologies for Absence.

Apologies were received and accepted from Cllr Mr Richard Coghlan.

2. Declaration of Interests.

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

Cllr Sly declared a DPI in the development at Mitton Bank and with no dispensation will leave the room when any discussions on the subject take place.

3. Minutes: the minutes of the meeting held on Monday 9th October 2017 were approved.

4. Execution of the Bredon Tennis Club Lease and Counterpart

The lease was not signed as arranged due to last minute objection to the plan of the site in the lease, by a member of the Club's committee (a non-practising solicitor), stating that the perimeter/access demise would be unacceptable to Land Registry. Consequently, signing of the lease will not proceed until the Tennis Club provides an acceptable plan. The member of the Club's committee had also written to the parish council's solicitor. As the solicitor's billing has closed when engrossments were produced, it was **agreed** that the Clerk write to the parish council's solicitor instructing him not to respond to the Tennis Club.

5. Finances.

a) Invoices to be paid:

Village Hall

Jo Lomasney	Balance of Wages – October 2017	£171.57
D Rosser	Bar Work – October 2017	£36.00
A&E Fire & Security	Annual Inspection	£585.34
Stokes & Son (Locksmith)	Repair Wall Safe	£110.40

Parish Council

Grant Thornton	External Audit 2016-17	£480.00
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Business Supported	Clerk's Wages – October 17	£213.36
Pippins Accountancy	VAT Return Jul-Sept 17 & Reviews	£297.50
Jackie Shields	Attend PC Meeting & Provide Minutes	£68.75
BHCG	Admin Contribution 2017-18	£30.00
Worcestershire CALC	Training – Cllr Bradley	£30.00
Greenworks	Grasscutting (Sept/Oct 17) & Play Bark	£2895.00

All payments were **approved**.

b) Third Party Cheque Indemnity:

The Clerk advised that Lloyds Bank has stopped accepting cheques for Hall bookings made out to 'Bredon Village Hall' on the parish council's Village Hall account. The Chairman and Clerk explained to the council the arrangements which had been made with Lloyds Bank, whereby the bank be instructed to collect and credit to any account of the council, credits of whatever nature payable to any of the following payees:

- Bredon Parish Council
- Bredon Village Hall

A draft of the indemnity to the bank was produced to the meeting, **agreed and approved** and duly signed.

c) Financial Report:

This was **agreed** and a meeting of the Finance Support Group would be arranged.

6. Planning.

a) For consideration:

- I. 17/02170/LB & /HB - 2 Hillview Cottages, Watery Lane, Kinsham, GL20 8HU
Proposed two storey extension to the rear of the property.

The parish council has made general comments.

b) Approved:

- I. 17/01690/HP - Bens Hollow, Dock Lane, Bredon, GL20 7LG
- II. 17/01798/HP - 23 Jubilee Drive, Bredon, GL20 7QJ
- III. 17/01754/HP - 18 Cherry Orchard, Bredon, GL20 7HJ
- IV. 17/01252/HP - The Gatehouse, Oak Lane, Bredon, GL20 7LR

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

- I. GCT JCS Final Inspector's Report

Cllr Rob Sly retired from the meeting for the duration of this item.

The Final Inspector's Report and the earlier presentation by the developer (see notes of public question time), were debated in detail by the council.

Mitton Bank is in the Parish of Bredon and is an area not allocated for housing in either of the development plans covering our parish, i.e. the South Worcestershire Development Plan (SWDP) and the Bredon Parish Neighbourhood Plan. The Bredon Parish Neighbourhood Plan works alongside the SWDP at a local level and its policies are specifically tailored to our parish. The council **agreed** to strongly oppose any planning application by the developers.

It was also **agreed** the Parish Council (with Cllr Hardman) should urgently seeking a fact finding meeting with Wychavon officers to obtain the latest information and to stress key local objections

to the Mitton proposals. The council will draw up a strategy for opposing any unplanned development in the parish and share this with parishioners. Parishioners are to be kept informed via the Parish magazine and website and encouraged to join a mailing list or send an email address to the Clerk.

d) The Stones – Planning Approval 17/01334/HP (correspondence received):

Cllr Rhodes offered to leave the room but the Clerk advised the County Association of Local Councils (CALC), the governing body of local government, have confirmed there is no interest to declare as per the published code of conduct.

A proposed draft response to Mr & Mrs Stapleton-Brown had been circulated and it was **agreed** that Cllrs Bradley and Kemple, who are both independent of the Planning Working Group, should review the response prior to formally responding.

7. Byelaws and Risk Assessments.

Thomson and Bancks Solicitors are still reviewing the drafted Byelaws. The Clerk is still progressing the new Risk Assessments. The Council's Auditor, Duncan Edwards, has now conducted a detailed review of documentation, processes and procedures and will report to the Clerk. Standing Orders and Financial Regulations will need updating.

8. Update from Staffing Group.

Cllr Shiels will arrange an appraisal meeting with the Clerk.

9. Village Hall Working Party / Painting & Decorating.

The Working Party has met and identified a way forward and identified further works at the Village Hall, including a Website, Manager's Laptop for bookings and etched glass doors, for which 3 quotations are being sought for the December meeting.

Despite contractor enquiries and best endeavours to secure 3 quotations, only one quotation had been received for external painting & decorating. It was **agreed** to accept the quotation from Carl Booth, subject to the doors (fire & main external) not being included.

10. Sale & Purchase of Telephone Kiosks at Queensmead & Westmancote & use of Kinsham Kiosk.

It was **agreed** to sign the BT agreement to adopt the telephone boxes at Westmancote and Queensmead and pay the £2 fee.

11. Glebe Field and maintenance.

Thomson and Bancks Solicitors to review the Land Registry position relating to updating the previous parish council 'trustees'.

John Raper has written to the council requesting the field is mowed. He had also indicated that Steve Deakin had offered to mow the field but had not received a response. The council were not aware of this offer but Clerk will follow-up.

12. Defibrillator.

Cllrs Falvey, Rowland-Hill and Coghlan have met to discuss the approach to defibrillators in the parish including possible locations, funding and support. This project will eventually require the input and support of parishioners.

Cllr Falvey is progressing the siting of a defibrillator outside the Drapers Spar village shop. This will be funded by a donations and the 'Gig2Give' event taking place in the Village Hall this November. The Parish Council intend to take responsibility for all externally sited defibrillators in the parish, to ensure consistency of equipment and support.

13. Grasscutting Contract

Cllr Sly will distribute maps and base the tender (2 years + 1 year) on the same timescales as the 2015 tender.

14. Dog Bins for Eckington Road & Westmancote.

Cllr Bradley provided a parish map showing existing and proposed bins. Clerk to circulate maps with approximate costs of purchase and collection for 4 bins. To be discussed at December meeting.

15. Tree Backing onto No. 4 Brensham Close.

It was **agreed** that the Clerk find a contractor to lop the tree as necessary.

16. CCTV in the Village & Dog Excrement on Playing Field.

Cllr Bradley outlined reports on Facebook and interest in a ledger of CCTV cameras in public places. It was agreed that CCTV costs made installation and operation prohibitive.

Bredon Football Club (who have CCTV at their Clubhouse) had written to the parish council about the problem of dog excrement on the playing field, particularly pitches. It was noted that vigilance at core times of playing field use, was being enforced. It was **agreed** to increase signage in the car parks which adjoin the playing field and acquire 3 additional signs. The problem would also be highlighted in the Parish Magazine and the Wychavon Dog Warden (Trevor Clark) contacted for assistance.

17. Correspondence for information.

The Miniintro website development quotation was **agreed**.

18. Progress Reports for information.

a) Clerk.

A new bench has now been installed by WCC at the Dock.

The Tree Warden vacancy on December meeting agenda.

b) Bredon Village Hall.

Problem with gas cooker and outside light needs repair.

Boiler maintenance contract required - £27 per month with BG to be discussed at December meeting.

Luncheon Club damaged post at side of Village Hall Cottage – repair being progressed by Cllr Falvey.

Only 2 of 5 Velux Windows now functioning – discuss at December meeting.

c) Bredon's Norton Village Hall.

No report.

d) County & District Councillor.

Blenheim Drive phased footway scheme will start November and end May.
Road works at Hardwick Bank & Lower Lane, Kinsham scheduled to start in November.
Letter to Harriet Baldwin (MP) – lobbying regarding Mitton Bank.

- e) Bredon Community Play & Recreation (BCPR)
The Park Inspection Checksheet dated 30/10/17 was included in the Clerk's Report for all Councillors to review.
- f) Bredon Hill Conservation Group (BHCG)
Beckford Care Village appeal is underway.
- g) Website and Parish Magazine
Mitton Bank update, exterior of Village Hall & dog mess.
It was **agreed** to pay the £40 annual fee for the parish magazine advert.

19. Councillors Reports and Items for Future Agenda.

Reports:

Memorial Bench for David Bettridge being purchased by parish council.
Netting Solution in place behind Eckington Road rugby posts – signage to follow.
Options for car park posts under consideration.

Agenda:

NHB 2017-18 – Working Group (Legacy, community benefits & deliverables).
Hedgerow Restoration (Bredon's Hardwick to Tewkesbury)
Railway Bridge Footpath Foliage
Grasscutting Contract
Wooden Bus Shelter (opposite Glebe Field)

20. Date of Next Meeting.

Monday 11th December.
Meeting closed at 10.15pm.

Notes of Public Question Time:

The developers made a presentation on 'Land at Mitton' covering the following:

1. Summary of the planning policy position.
2. Explanation of the planning application currently being prepared and the programme for submission and determination.
3. Presentation of the emerging development proposals.
4. Summary of the feedback from the recent public exhibitions.
5. Hearing parish council views and answering any questions.

The Chairman asked about the status of a link to Shannon Way. The developers confirmed this was not instigated in the pre-application advice discussions with Wychavon and WCC.