

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 8th January 2018**.

Present: Councillors: Mr Nicholas Bradley, Mr Richard Coghlan, Mr Matt Darby, Mr Kevin Falvey, Mr Phil Handy (Chairman), Mr Andrew Rhodes, Mr Ian Rowland-Hill, Mr Declan Shiels and Mr Brod Whiting.

In Attendance: Mr Tim Drew (Clerk) and Mr Adrian Hardman (District & County Councillor).

1. Apologies for Absence.

Apologies were received and accepted from Cllr Mr Mike Johns, Cllr Mrs Diane Kemple and Cllr Mr Rob Sly.

2. Declaration of Interests.

Councillors were reminded to update their Register of Interests with Wychavon. Cllr Darby declared an ODI for Playing Fields Tree Works on Clerk's Report (ownership) and Cllr Falvey declared an ODI for Village Hall Doors Quotation (friend of Clearway Doors & Windows) under Item 10.

3. Minutes.

The minutes of the meeting held on Monday 11th December 2017 were **approved**.

4. Finances.

a) Invoices to be paid:

Village Hall

Jo Lomasney	Balance of Wages – December 2017	£434.89
Mark Farey	2 x VH Maintenance (Sept-Nov 17)	£210.00
RPK Maintenance	Repair Curtain Rails & Toilet Seat	£40.00

Parish Council

Business Supported	Clerk's Wages – November 2017	£207.23
Wychavon DC	Annual Charge – Cotswold Close Dog Bin	£95.46
Steve Gwilliam	Lengthsman (December 17)	£264.00
Newsquest Media	Grasscutting Tender Advert	£117.96
Thomas A Spry	Play area hedge cutting	£95.00
Thomas A Spry	Parish Maintenance (Various Walkways)	£675.00
Thomas A Spry	3 x Car Park Maintenance	£775.00

All payments were **approved**.

b) Financial Report:

Cllr Rhodes and Cllr Falvey provided an Overview of the Finance Support Group meeting on 20th December 2017, which covered:

- Lloyds Business Debit Card – it was agreed the Clerk should apply for a Bredon Parish Council Debit Card, with a £250 limit, to simplify purchases of stamps, paper (A4), print cartridges, advertisements and other ad hoc or consumable items.

- Investment of Account Balances – Clerk to investigate the transferring of monies online from the Lloyds Parish Council account into the Lloyds Savings account, to attract additional interest.
- The Safe Insurance for cash levels is to be increased from £1K to £3K. Clerk to contact Came and Company (Insurers).
- An audit of the VH Bar’s operation and procedures is to be carried out by Dave Newcombe and Adrian Bawdon.
- Significant booking monies outstanding from a major customer were recovered and the account cleared prior to Christmas. Thanks were extended to Cllr Johns for expediting.

5. Precept for 2018-19.

Cllr Rhodes and Cllr Falvey explained the basis for the calculation including Additional Grasscutting and a Legacy Fund. Council Tax Bills issued to residents would show 0% (i.e. zero) increase from 2017-18 precept. It was also noted that the council can apply for monies from the Oak Lane development. Adoption of the precept for 2018-19 was proposed by Cllr Bradley and seconded by Cllr Rowland-Hill and was **agreed** unanimously.

6. Planning.

a) For consideration:

I. 17/02110/HP 47 Hill Close, Westmancote, Bredon, GL20 7EW

Extension to rear of kitchen. 9.73m², with pitched roof, French doors, two windows (one either side) and velux windows in the roof. Extension has been rendered and the side of house on ground floor will also be rendered to match.

Retrospective – no action.

II. 17/02192/HP Blackberry Barn, Manor Lane, Bredons Norton, GL20 7HB

Garden room extension to rear of dwelling and conversion of existing garage to a bedroom, ensuite and separate wc. Refurbishment and replanning of existing ground floor layout to provide a second additional bedroom. Landscaping works to front and rear gardens including new driveway to rear. Changes to fenestration to north and south elevations.

The parish council objects to the proposal.

III. 17/02488/HP Saint Catherines Barn, Lampitt Lane, Bredons Norton, GL20 7HB

Replacement single storey building for annexe accommodation, garaging and store facilities associated with existing dwelling.

The parish council has made general comments.

IV. 17/02524/HP and /LB Greenhayes, Farm Lane, Westmancote, GL20 7ES

Proposed outbuilding incorporating storage, home office and triple garage within the curtilage of a listed building and Westmancote Conservation Area.

The parish council objects to the proposal.

V. 17/02551/HP 4 Cotswold Close, Bredon, GL20 7QW

Single storey extension at rear.

The parish council has made general comments.

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

I. Planning Update – Mitton Bank

Since the JCS Inspector’s Final Report of 26th October 2017, there has not been a planning application submitted.

Jack Hegarty and Andrew Ford of Wychavon DC, have not yet responded to the issues raised at the meeting on 4th December 2017 at Pershore.

A letter from the parish council to Harriett Baldwin MP was approved by the Planning Working Party and forwarded on 4th January 2018, copying various interested parties at Wychavon. This letter covered the JCS Inspector's comments, set out arguments for SWDP review and the conflict of the proposed development with the adopted Bredon Neighbourhood Plan.

II. Hedgerow Restoration

A quotation has now been received from Steve Underhill, although the extent of the hedging was based on the developer's initial proposals. The probable level of expenditure requires two further quotations.

Matt Hale has been contacted but he is unlikely to be able to undertake the work due to a staffing issue. He will refer the request for quotation to John Cutter. The Clerk will contact Worcestershire CC to establish potential hedge cutting contractors. Cllr Bradley will also make enquiries. It was agreed, following a proposal by Cllr Whiting and seconded by Cllr Rowland-Hill, that if a satisfactory quotation below £25k for the whole scheme was received before the next parish council meeting, the work should proceed due to the 'nesting' deadline at the end of February.

7. Byelaws and Risk Assessments.

Thomson and Bancks Solicitors are finalising their review of the byelaws and the Glebe Field trustee/ownership issue.

A Village Hall Risk Assessment will be circulated to the Village Hall Working Group. The Clerk should complete the review of the Standing Orders and Financial Regulations in January.

8. Update from Staffing Group.

No update.

9. Village Hall Boiler Maintenance and Velux Windows

Cllr Falvey advised that Mike Spearing had serviced the commercial boilers, ordered parts and will provide an annual maintenance contract. Andy Stubbs has agreed to review the Velux Window problems.

10. Village Hall Working Group / Doors / Painting & Decorating

Cllr Rhodes provided an additional quotation from Wessex to benchmark. It was **agreed** that Cllr Shiels will ensure both quotations are 'like-for-like' and establish any differences in specification.

11. NHB 2017-18 – Proposal for new Sub-Group

The Sub-Group (Cllrs Rowland-Hill, Bradley Johns and Falvey) will draw up a Business Plan proposal/roadmap over the next few months for review and discussion (perhaps at a separate meeting). The group would consider whether the council was currently failing to undertake business well and whether a Business Plan would be the best way of correcting any deficit, given the time constraints that councillors under which Councillors operated. A holistic approach would assist the parish council to be more proactive and identify what is achievable, synergies, expectations, outcomes and where value could be added.

12. Defibrillator.

The Heartbeat Trust (Community Project) has been consulted and discussions are ongoing. Cost for an equivalent defibrillator to the Village Hall is £2k. Alternative financing (i.e. leasing and managed service) are being reviewed with costs to follow for comparison with direct purchase at

February meeting when a donation will be made by the parish council based on the funding required.

13. Grasscutting Contract.

Tender has been advertised on social media and in Evesham Journal dated 4th January 2018. Completed Tenders are to be received by 26th January 2018.

14. Bredon Community Play & Recreation (BCPR).

The working party is due to meet and discuss the actions agreed at the December 2017 meeting, i.e. Play area bark, Bredon's Big Day Out date (23rd June 2018), banner advertising duration and completion of the April 2017 Business Plan Proposals.

15. Dog Bins for Eckington Road & Westmancote.

Cllr Bradley presented a review of the differences in collections and costs of Dog Bins and Litter Bins. After discussion it was **agreed** that the Clerk would order four additional dog bins.

16. Salting Regime.

There are four yellow grit bins in the parish which are provided and serviced by WCCC Highways. Concern was expressed about recent ice on pavements. Cllr Bradley will research the need for additional bins to serve the Car Parks and The Dell.

17. Correspondence for information.

It was **agreed** that the Barista Buggy could continue to attend Bredon Star home matches until the end of the rugby season.

It was agreed that the Clerk should write to Worcestershire County Council Highways asking them to address the overhanging bushes on the Hardwick Bank Road by visiting the location and contacting the landowners in question, if appropriate.

Cllr Bradley advised he was due to meet with Chris Wilson of Worcestershire County Council to discuss the additional wooden bus shelter.

The Playing Field Tree Works quotation (£850), received from Boundaries, was **agreed**.

It was agreed to bring forward the 12th February meeting to start at 7:00pm for the visit by John Campion, Police and Crime Commissioner and invite the public.

18. Progress Reports for information.

a) Clerk.

All correspondence was distributed on the Clerk's Report.

b) Bredon Village Hall.

Thomas Spry will forward a quotation for the damaged post in the VH driveway.

c) Bredon's Norton Village Hall.

No report.

d) County & District Councillor.

- Cllr Hardman will follow up Item 6b)i with Jack Hegarty and Andrew Ford of Wychavon DC;
- Sections of the Blenheim Drive and Cheltenham Road footpaths are scheduled for repair from 15th January for a period of 4/5 days;
- The Eckington Road new footpath is still scheduled to commence at the end of January.

- e) Bredon Community Play & Recreation (BCPR)
No report.
- f) Bredon Hill Conservation Group (BHCG)
No report.
- g) Website and Parish Magazine
Next Parish Magazine to include precept, dog bins and visit by Police & Crime Commissioner.

19. Councillors Reports and Items for Future Agenda.

Cllr Falvey raised the Section 106 monies from the Newlands development – Clerk to make enquiries.

Cllr Shiels raised preparation for the General Data Protection Regulation (GDPR) – Clerk to review and include on February agenda.

20. Date of Next Meeting.

Monday 12th February 2018 (**7:00pm**)

Meeting closed at 9.45pm.
