

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 13th August 2018**.

Present: Councillors: Mr Nick Bradley, Mr Richard Coghlan, Mr Matt Darby, Mr Kevin Falvey, Mr Mike Johns, Mr Andrew Rhodes, Mr Ian Rowland-Hill (Chairman), Mr Declan Shiels and Mr Rob Sly.

In Attendance: Mr Tim Drew (Clerk), Cllr Adrian Hardman, Ms Jo Lawlor.

1. Apologies for Absence.

Apologies were received and accepted from Cllr Phil Handy and Cllr Brod Whiting.

2. Declaration of Interests.

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

Cllr Rowland-Hill declared an ODI for Item 5 a) i & iii as close neighbours and Cllr Sly declared an ODI for Mitton Bank under Item 5 f) i.

3. Adoption of the Minutes for of the Meetings held on Monday 9th July 2018.

The minutes were **approved**.

4. Finances.

a) Invoices to be paid:

Village Hall:

Jo Lomasney	Balance of Wages – July 2018	£383.91
Darren Rosser	Bar Work – July 2018	£68.00
CW Hygiene Services	Consumables	£26.21

Parish Council:

HMRC – PAYE	Balance from 2017-18 (6 th Jan to 5 th Apr 2018)	£51.23
HMRC – PAYE	Q1 2018-19 (6 th Apr to 5 th Jul 2018)	£449.60
Wychavon Sport	Entry Fees for 2018 Games	£48.00
Bredon's Norton VH	NHB Monies (received) for Storage Facility	£1502.00
Bredon's Norton SC	NHB Monies (received) for Stage & PA	£2475.00
Business Supported	Balance of Clerk's Wages – July 2018	£186.25
Worcestershire CALC	GDPR Event at County Hall (Clerk)	£10.00
Gill Lungley	Clerk's CiLCA Training – June 2018	£20.00
Littlethorpe	St Giles Bus Shelter	£7908.00
Pippins Accountancy	Bookkeeping & Q1 2018-19 VAT	£192.50
Community Heartbeat Trust	Defibrillator Cabinets (x2)	£1230.00
Worcestershire CALC	Annual Fees 2018-19	£1049.38
RBL Poppy Appeal	Poppy Wreath	£50.00
Thomas Spry	New Bus Shelter Hedge Trimming & Other Works	£125.00

The above payments were **agreed**.

b) Financial Report:

The July 2018 bank statements and cash book were **approved**.

5. Planning

a) For Ratification:

18/01310/HP The Old Stables, Wells Farm, Lower Lane, Kinsham, GL20 8HT
Conservatory extension.

The Parish Council has no objections.

18/01206/HP 12 Queensmead, Bredon, GL20 7NG

Single and two storey rear extension.

The Parish Council has no objections.

18/01415/FUL The Haven, Chapel Lane, Kinsham, GL20 8HT (note: should be Lower Lane)
Proposed stables and ménage and change of use to equestrian.

The Parish Council has no objections, subject to the Conservation Officer being satisfied.

b) Appeal:

18/00350/FUL Land off Oak Lane, Bredon

An appeal has been lodged with The Planning Inspectorate for two wheelchair accessible / adaptable M4(2) bungalows with associated parking at land off Oak Lane, Bredon.

c) Withdrawn:

18/00950/FUL The Coach House, Back Lane, Bredon, GL20 7LH

17/02508/HP Lower Clattsmore Farm, Eckington Road, Bredon's Norton, WR10 3DE

d) Approved:

18/00931/HP The Nook, Chapel Lane, Westmancote, Bredon, GL20 7ER

18/00924/FUL P and D Engineering, Fleet Lane, Bredon, GL20 7EF

18/00775/HP Ashley Cottage, Cheltenham Road, Kinsham, GL20 8HP

18/00997/HP Malt House Cottage, Main Road, Bredon, GL20 7EL

18/01080/HP Mulberry Cottage, Back Lane, Bredon, GL20 7LH

18/01072/HP 10 Pippins Road, Bredon, GL20 7NJ

e) Refused:

18/00691/FUL Malvern View, Rectory Farm Lane, Bredon's Norton, GL20 7EZ

18/00847/HP & LB East Barn, Farm Lane, Westmancote, Bredon, GL20 7ES

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

The parish council had notified residents that Highways England have recommended that no decision to approve planning permission be granted until further information had been submitted to support the Transport Assessment. Wychavon have advised that they have extended the formal determination period for the application to 26th October 2018 (from 25th July 2018).

g) Planning Working Party – updated Terms of Reference:

This subject was debated at length with no satisfactory resolution, so it was decided to defer to the September meeting. Cllr Darby will clarify the meaning of the term "ratification" It was also **agreed** the Planning Working Party would complete the SWDP's Village Facilities and Rural Transport Survey.

6. Meeting to discuss Council Activities/Projects.

Councillors **agreed** to an informal, unofficial meeting to discuss future strategy and a pro-active approach to council activities and projects and will meet their own costs.

7. Section 106 & New Homes Bonus Monies.

The availability of the Offsite Public Open Space fund from the Blenheim Drive/Orchard Close development expires in February 2019, so councillors are to propose any projects for the September meeting in addition to the following currently under consideration:

- Restoration of obelisk and bench at entrance to Church Walk;

- Restoration of the Glebe field wall and fence;
- New fencing with signage on the entrances to playing field;
- Repositioning of hedgerows in Kemerton Road (at pinch-points);
- Restoration of car park adjacent to Bredon Bowling Club.

It was **agreed** the Cllr Bradley would coordinate with assistance from Cllr Johns and the Clerk would process the various proposals.

8. Glebe Field Title and Usage.

Sally McFadden, Solicitor at Thompson and Bancks has confirmed the parish council's ownership of the field and will write to the Trustees to seek clarity on their thoughts for the future. Consultation with the PCC and adjacent residents will be necessary for any works to the Glebe Field. It was **agreed** that Cllr Bradley would arrange a geological survey of the Glebe Field.

9. Bredon Community Play and Recreation (BCPR).

The Chairman advised that future administration arrangements had been discussed informally with Martin Miles.

The council discussed and will monitor the numbers of discarded "Nitrous Oxide" capsules reported in the car park next to the Play Area.

10. Defibrillators.

The parish council had received £9,975 from Lottery Funding which will pay for an additional five defibrillators and cabinets around the parish. Cllr Falvey was thanked and congratulated on his sterling efforts. Other fund-raising efforts are in place around the parish and community training will be arranged.

Annual support costs will be £126 plus VAT per defibrillator. It was **agreed** to add this sum to the annual precept.

It was **agreed** the three next planned locations for defibrillators would be Kinsham (Telephone Kiosk), Lower Westmancote (Telephone Kiosk) and Bredon's Norton (Outside Village Hall). In addition, the next locations under consideration are Bredon's Hardwick (Cross Keys – subject to landlord approval) and the Pound at Westmancote (subject to owner approval and possible listed building consent).

It was **agreed** the Clerk would get a specific quotation for the Westmancote Kiosk door and fitting, to be charged against parish council funds.

11. Obelisk/Mile Marker Refurbishment.

A quotation has been received via the Milestone Society. It was **agreed** the Clerk will apply for Section 106 monies to refurbish the obelisk and replace the nearby bench.

12. Assets of Community Value (ACVs).

Cllr Falvey and the Clerk met with a small group, formed by John Smith and comprising Mike Harrison, Neil Leyden, Mark Jarvis, Richard Chambers and Evelyn Chambers. They will investigate the following Bredon Public Houses:

- **Fox & Hounds** - Research done, form drafted and will be sent to Wychavon this month. The current lease expires in November 2019.
- **Royal Oak** - Initial research done, no specific information on lease end date. It was **agreed** the Group can conduct a small community survey on the parish council's behalf, to gauge support to assist the ACV application.
- **Cross Keys** - Cllr Falvey and Cllr Sly to contact the Landlord / Owner to ensure their agreement and understanding of our motives.

13. Dogs on the Playing Field.

Cllr Johns brought forward proposals for prevention/management of this issue by installing new picket fencing and gateways with signage at the entrances to the playing field from the two main car parks, at an estimated cost of £8.5k. See Item 7 above.

14. Traffic using Hill End Lane, Westmancote.

Cllr Rhodes outlined the history and current situation with no obvious solution. County Highways had previously agreed a scheme but had not delivered. Cyclists were the considered the biggest problem. Cllr Rhodes will liaise with Cllr Hardman.

15. Collaboration Software.

It was **agreed** that Councillors should both try and assess the benefits of using Asana software.

16. Correspondence for Information.

Clerk confirmed the legacy of small parcel of land on Eckington Road, left to the parish council by a former parishioner, had been sold by them in 2008.

It was **agreed** that a bus shelter at Queensmead, like those on opposite sides of the road near the Surgery and at St Giles, be purchased for approximately £8k plus civils, after options for sourcing and siting had been explored.

It was **agreed** to replace 10 missing posts in the secure play primary play area at a cost of £550 plus VAT.

It was **agreed** to proceed with County Roadway's estimate of £250-£300, to restore the white line markings in the small car park.

It was **agreed** to purchase Councillor's ID Cards, including lanyards and holders for £50. A decision on Business Cards (£150) was deferred.

Following a period of serious illness, the Parish Lengthsman, Steve Gwilliam, has confirmed that, although he has made an excellent recovery, he is taking medical advice and will be standing down from the role. The Clerk will write to Steve and thank him for his first-class service.

17. Progress Reports for Information.

a) Clerk:

- Complaints received from neighbours, relating to a fence being erected at 18 Cherry Orchard, have been referred to Wychavon planning enforcement.
- Byelaws have been reviewed with Sally McFadden, Solicitor at Thompson and Bancks and should be available for approval at the September meeting.

b) County & District Councillor:

- At a meeting of the A46 Partnership, it was confirmed that Highways England would be concentrating on the Tewkesbury to Evesham section and would be looking for online solutions.
- Highways England reporting no response from the developer received on Mitton Bank.
- WCC Highways will look again at the drainage and road-surfacing scheme for the parking area at the top of Westmancote, which was agreed in 2014.

c) Village Hall.

- Development of VH Office Area – Chris Washbourne to prepare us an estimate, based on 10 days labour and materials if no structural work.
- Maintenance - both Tea Pots and Burco Boiler may need replacing. **Agreed** to repair the part of Kitchen Ceiling which has collapsed. Allen Snow has suggested a solution for cooling the bar area in the hot weather and Cllr Falvey will get 2 further quotes. All 5 Velux windows are now working for an **agreed** cost of £50. RPK will fix locks at the Bowling Club access to VH and repair damaged chairs.

d) Police Liaison.

It was agreed that Cllr Falvey will complete an application to request a grant from the Police and Crime Commissioners 'We Don't Buy Crime' - Leading from the Front, Smartwater Initiative', which would provide a 25% contribution to a Bredon Smartwater rollout project. If successful, the SmartWater kits for home security can be purchased at a substantially reduced rate. The Council did not agree to take this initiative forward until the grant was approved and a better understanding of the scheme was provided.

e) Website and Parish Magazine

The Bredon Parish Council website had recorded a 51% increase in visits in the last year, peaking around the time of major parish events. Upgrading of the Village Hall website is in progress. The next Parish Magazine, published at end of August, to include Mitton Bank Update, Section 106 Applications, Traffic Calming, Assets of Community Value Survey, Defibrillators and Lengthsman Vacancy.

18. Councillor's Reports and Items for Future Agenda.

- Mitton Bank Hedgerows (DS/MD);
- Tidiness of Village (MJ);
- Parishioner Survey/Voting on website.

19. Date of Next Meeting.

Monday 10th September 2018.

Meeting closed at 10:50pm.

Notes of Public Question Time:

Jo Lawlor addressed the parish council to outline her concerns about traffic management issues in the village and the dangers; particularly to young children. These included the need for crossing points, traffic calming measures and lack of respect by motorists towards pedestrians.

Her road safety petition currently has 232 signatures.

Cllr Hardman referred to a Road safety Budget which could be accessed for a pedestrian crossing or roundabout at Main Road / Kemerton Road / Cheltenham Road.