

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held at Bredon Village Hall on **Monday 9th September 2019**.

Present: Councillors: Mr Nick Bradley (Chairman), Mr Richard Coghlan, Mr Matt Darby, Mr Kevin Falvey, Mrs Jo Lawlor, Mr Neil Leyden, Mr Andrew Rhodes, Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

In Attendance: Mr Tim Drew (Clerk) and Cllr Adrian Hardman.

1. Apologies for Absence.

Apologies were received and accepted from Cllr Phil Handy (unwell).

2. Declaration of Interests.

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

3. Adoption of the Minutes for of the Meetings held on Monday 12th August 2019.

These minutes were **approved**.

4. Finances.

a) Invoices to be paid:

Village Hall:

Jo Lomasney	Balance of Wages – August 2019	£85.51
Darren Rosser	Bar Work – August 2019	£16.00
Snow Electrics	Repair Hand Dryer in Ladies Toilet	£94.30
CW Hygiene	Consumables – April & June 2019	£80.97
CW Hygiene	Consumables – August 2019	£25.81
CW Hygiene	Holiday Cleaning Cover – July 2019	£90.00
Snow Electrics	PAT Testing (23 items)	£46.00

Parish Council:

Dave O'Neill Builders	Interim – Meeting Suite Alterations	£3000.00
Sebright Electrical Limited	Meeting Suite Electrical Installation	£2736.00
Business Supported	Balance of Clerk's Wages – August 2019	£140.30
AGJ Contracting	Removal of 2 x Dead Conifers	£275.00
David Gray	Lengthsman – August 2019	£463.12
Greenworks	Grasscutting (x2) – August 2019	£1476.00
S Merrett Services	Weed Spraying on Playing Field	£246.00

The above payments were **agreed**.

b) Financial Report:

The August 2019 bank statements and cash book were **approved**.

Cllr Falvey proposed, and it was **agreed** that the following Village Hall contacts are reviewed: Cathedral Leasing, Wychavon Bins and the BT Village Hall telephone Line.

c) PWLB – Village Hall Loan.

The Clerk confirmed that official confirmation had been received confirming the loan had been paid in full.

5. Planning.

a) For Ratification:

- i. 19/01774/LB & 19/01816/HP Priors Gardens and Monks Close, Dock Lane, Bredon, GL20 7LG
Alterations and improvements to vehicular entrance to Priors Gardens and Monks Close and rebuilding of wall.
No objection, subject to approval of the Conservation Officer.
- ii. 19/01472/LB Greenhayes, Farm Lane, Westmancote, GL20 7ES
Single replacement window.
No objection.

The parish council's comments for all the above were **agreed**.

b) Approved:

- i. 19/01497/HP 24 Blenheim Drive, Bredon, GL20 7NQ
- ii. 18/02631/FUL Polhawn, Dock Lane, Bredon, GL20 7LG
- iii. 19/01581/HP 39 Hill Close, Westmancote, Bredon, GL20 7EW
- iv. 19/01426/HP 21 Blenheim Drive, Bredon, GL20 7NQ

c) Other General Planning Matters.

No report.

6. Proposed changes to Councillor's Working Groups.

The various functions of the Groups were debated, and a possible allocation of councillors to five groups was discussed. It was **agreed** to try the following 5 working groups until April 2020, but review in January 2020 (after 3 months): Executive & Finance, Transport & Organisations, Planning, Assets and Technology & Media.

7. Section 106 – Boundary Enhancement Project.

Cllr Falvey has now received revised car park surfacing quotations which include increases in tarmac costs. The application will be revised and resubmitted to Wychavon.

8. Wychavon Community Legacy Grants.

The initial submission of an expression of interest (stage one application) for a scheme 'to provide better connectivity between the Parish villages without the need to utilise motor transport', was approved by Wychavon. For stage 2, the Council will be engaging with Parishioners, to seek their thoughts on the project and to assess the level of need and support. An application needs to be completed by 17th November 2019.

9. Bus Shelter at Queensmead.

It was **agreed** that Cllr Lawlor will contact Rooftop (Housing Association) to discuss an acceptable location for a shelter on the south side of the Kemerton Road. Bus route changes are also to be reviewed.

10. Correspondence for Information.

The Clerk provided the following update:

- Correspondence received from the Wednesday Zumba Class relating to the move of the Baby & Toddler Group from the Old Hall to the Chandler Room.
- A request from a resident of Reeds Almshouses for a parking scheme.
- A letter from the Probus Club concerning the playing field parking issue. This was referred to the Transport & Organisations Group.

- A response from WCC Highways regarding the Dock Lane footpath had confirmed a site inspection on 29th August and that remedial action had been scheduled.
- A request for a bollard to be placed in Glebeland Drive, to restrict vehicular access to the grassed open space, will be considered by the Transport & Organisations Group.

11. Progress Reports and Updates

a) Clerk:

- WCC Highways have written to parish councils requesting orders for Green Grit/Salt Bins. Clerk to write to the occupants of 34 The Dell to enquire if they would permit one to be located on their property.

b) County & District Councillor:

- Attended the Wychavon Localism Committee to discuss the Royal Oak as an Asset of Community Value. The parish council need to provide photographic and testimonial evidence that the ground floor area of the old skittle alley and the courtyard are sometimes used as a play area for children.
- Has been in contact with WCC Highways regarding the Malthouse Lane and School to The Dock footways and the spring issue on the Dock Lane footpath.
- The Hardwick Bank Road will be closed for carriageway patching during the period 19th to 27th September 2019.
- A routine Environmental Health visit had taken place at Bredon Village Fish & Chip Shop in Station Drive.

The parish council expressed their thanks to Cllr Adrian Hardman for coordinating the recent meeting between Gloucestershire and Worcestershire Highways.

c) Public Open Space Provision.

- A meeting will be scheduled with Mr Robert Drew, representing Bensham Allotment owners, upon his return from holiday.

d) Bredon Community Play & Recreation (BCPR).

- No report.

e) Assets of Community Value.

- See b) above.

f) Transport and Highways Group.

- Cllr Lawlor reported on the Safer Roads Partnership who will carry out a 7-day traffic survey in the parish upon request. They will also provide 'Slow Down' stickers for household bins.
- The Police and Crime Commissioner also has a Road Safety Fund available until 31st March 2020. The Transport & Organisations Group will review an application which needs to be authorised by the local authority (this can cover signage, speed indicator devices, VAS and street furniture).

g) Natural Networks.

- Now approved and signed-off. A Section 106 application will be submitted for the balance of funds. Clerk to request the sheep are vacated from the Glebe Field by month end.

h) Bredon Art.

- £500 grant application being reviewed by Wychavon. U3A have indicated they should be able to contribute £100 towards frames and printing.

i) Defibrillators.

- Cross Keys unit installed and Kiosk at Queensmead now painted. Training courses being arranged and dates/venues will be published.

j) Village Hall Improvements.

- Office/Meeting Suite furniture being delivered and installed at end of September. A suitable bluetooth TV will be purchased.
 - 'Hallmaster' Village Hall booking software trial has commenced.
- k) SmartWater.
- The Lengthsman has commenced the installation of signage around the parish.
- l) Police Liaison.
- There were 4 incidents to report for July and August:
- A push bike was reported as stolen from a property on Dock Lane.
 - An outboard motor was reported as stolen from the marina on Dock Lane.
 - A report from a third party that a van had a window broken in Blenheim Drive. It has not been confirmed if anything was stolen from within.
 - A burglary at a property in Queensmead took place when a male walked into the property through an unlocked rear door.
- An abandoned vehicle in the Dock Lane car park is being investigated. Clerk to check if signage is available to restrict parking in excess of 48 hours.
- m) Website and Parish Magazine.
- Content for October to be SmartWater Signs, Bredon's Hardwick Defibrillator, Police Report, Community Legacy Grant and Natural Networks.

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

Cllr Leyden sought clarification on the status of Royal Oak Skittle Alley relating to 11 b) above. Cllr Shiels requested 'Instagram for the parish council' be discussed at the October meeting.

13. Date of Next Meetings.

Monday 14th October 2019.

Meeting closed at 09:55pm.

Proposed changes to Councillor's Working Groups:

Executive & Finance: Cllrs NB, KF, PH, AR & BW.

Transport & Organisations: Cllrs NB, JL, DS & RS.

Planning: Cllrs RC, MD, PH, & AR.

Assets: Cllrs NB, RC, PH, JL, NL & AR.

Technology & Media: Cllrs KF, JL, NL, DS & RS.