

# BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held by Zoom Video Conference on **Monday 8<sup>th</sup> February 2021**.

**Present:** Councillors: Mr Rob Bell, Mr Nick Bradley (Chairman), Mr Richard Coghlan, Mr Matt Darby, Mr Kevin Falvey, Mr Phil Handy, Mr Neil Leyden, Mr Ed Pyke, Mr Andrew Rhodes, Mr Declan Shiels, Mr Rob Sly and Mr Brod Whiting.

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

## 1. Apologies for Absence.

None.

## 2. Declaration of Interests.

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

Cllr Darby declared a Prejudicial ODI for Item 5 a) i Application 20/02675 (the applicant leases part of their rear garden from Cllr Darby's family).

## 3. Adoption of the minutes of the meetings held on Monday 11<sup>th</sup> January 2021.

These minutes were **approved**.

## 4. Finances.

a) Invoices to be paid:

### Village Hall:

Jo Lomasney	Balance of Wages – January 2021	£126.38
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### Parish Council:

Timothy Drew	Balance of Wages – January 2021	£254.20
Tewkes. Garden Centre *	Xmas Tree & Lighting	£247.48
Currys/PC World *	3 x HP Stream Laptops	£747.00
Richard Foxen	Consumables for Bus Shelter Cleaning	£16.25
Richard Buxton Solicitors	SWDP Review & Legal Support	£3600.00
Mark Farey	Consumables for Bus Shelter Cleaning	£38.85

\* Paid & to be ratified.

The above payments were **agreed**.

b) Financial Report:

The January 2021 bank statements and cash book were **approved**.

## 5. Planning.

a) For Ratification:

(Cllr Darby left the meeting for this item).

i. 20/02675/HP Pippins, Westmancote, GL20 7ES

*Demolition of garage and replacement with two storey extension.*

**The parish council objects, see Wychavon website for full details.**

b) For Approval:

- i. 20/02774/HP Lower End Cottage, Lower Lane, Bredon's Norton, GL20 7FB
- ii. 20/02775/LB Lower End Cottage, Lower Lane, Bredon's Norton, GL20 7FB  
**(Consultation/Amendment)** Demolition of existing outbuildings and carport. Erection of single storey extension, carport, enlarged opening to kitchen and removal of stud partition.  
**The parish council has no further comments for these two items.**
- iii. 20/02786/HP 12 Waterloo Way, Bredon, GL20 7UA  
First floor extension over garage and utility. Two storey extension to front.  
**The parish council has no objections.**
- iv. 20/02704/HP The Gables, Tewkesbury Road, Bredon's Hardwick GL20 7EE  
**(Consultation/Amendment)** Proposed Extension Altered to a First Floor Rear Extension and Ground Floor Rear and Front Extension to the Existing Garage Instead of the Originally Proposed First Floor Front Extension.  
**The parish council has no objections.**

The parish council's comments for a) & b) above were **agreed**.

c) Approved:

- i. 20/01325/HP The Bredons, Kemerton Road, Bredon GL20 7JB
- ii. 20/00076/LB The Red House, Back Lane, Bredon, GL20 7LH
- iii. 20/02486/HP Cherry Tree Cottage, Lower Lane, Kinsham GL20 8HT
- iv. 20/02173/CU Castle View, Eckington Road, Bredon's Norton, WR10 3FB

d) Tewkesbury Borough Council (TBC) Communication.

At the December 2020 meeting, it was agreed to write to individual TBC Councillors in advance of the next Planning Committee scheduled to discuss the Ashchurch Bridge Over Rail (ABoR). The planning application for the ABoR project is now scheduled to go before TBC's March Planning Committee. It was **agreed** to send letters to TBC Councillor's home addresses to arrive 2/3 days prior to the meeting. The letter to include additional content and the parish council's letter of objection dated 26<sup>th</sup> October 2020.

e) Other General Planning Matters.

The letter from Richard Buxton Solicitors, challenging the Sustainability Assessments relating to the Mitton Bank applications, was **agreed** and will be sent to the Chief Executive Officer of Wychavon District Council.

There were updates on works at 70 Blenheim Drive and at Land off Kemerton Road; both of which have been referred by parishioners to Wychavon Enforcement.

Clerk to write in response to Ridge and Partners LLP regarding their planning proposals at Blackberry Barn, Bredon's Norton.

## 6. Covid-19 Update.

Cllr Hardman updated the parish council as follows, and indicated there are signs of a change on the way with the local lockdown having an effect.

- Confirmed cases in Worcestershire have reduced by 29% in the last 7 days compared to the previous 7 days. The rate of cases in all districts is declining. The number of cases in people over the age of 60 currently stands at 216 per 100,000. Regrettably 69 care homes in the County have current outbreaks (more than 2 cases, linked in either time place or person).

- All GP-led Primary Care Networks (PCNs) are running vaccine clinics for eligible patients and a few pharmacies are also now administering vaccines. The opening date for the site at the Three Counties Showground in Malvern is still to be confirmed.
- In line with lockdown restrictions all primary schools, secondary schools and colleges have moved to remote learning, except for the children of key workers and vulnerable children.
- Covid Advisors, recruited by Worcestershire Regulatory Services, continue to be deployed and work closely with the Police. Compliance in the population is generally good, and particularly good in the Bredon area.

There was no update from WhatsApp groups.

### **7. Grass cutting Tender.**

Only one completed tender was received in response to advertising. It was **agreed** to award the contract for 1 year plus a 2-year option to Greenworks. This includes cutting the grass at St Giles Church (at the same frequency as in the last four years) and submitting a separate invoice to the parish council.

### **8. Structure and Membership of Working groups.**

Cllr Pyke will join the Assets and Transport & Organisations Working Groups and have responsibility for liaison with Bredon Community Play & Recreation (BCPR).

It was suggested that the five Working Groups need to have consistent numerical membership (possibly six persons) in which case some groups will need additional Councillor representation (e.g., the Transport & Organisations should increase from four to six). It was **agreed** that the matter would be discussed at a future meeting. The Clerk will add the current membership of Working Groups document to SharePoint.

### **9. Method for Distribution of Meeting Documents.**

Distribution of monthly meeting documents will be by SharePoint, replacing emailed attachments. Cllr Darby will continue to email meeting documents to himself from SharePoint for convenience and copy in other Councillors if requested.

### **10. Policies & Procedures.**

With the changes introduced by the Technology & Media Working Group, through 365 for Business, it was acknowledged that additional guidance would be required (e.g., Data Retention & GDPR). The onus would be on Councillors to manage their own activities in accordance with council policies. Clerk to forward the Good Councillors Guide to Cllrs Bell and Pyke, together with details for CALC Website access.

### **11. Correspondence for Information.**

Cllr Sly has responded to the Worcestershire Community Rail Partnership to request he is added to their email list for future consultation and involvement on behalf of the parish council.

The Clerk provided the following update:

- South Worcestershire Playing Pitch Outdoor Sports Strategy – Survey.
- Urban Design Planning Training - Monday 26 April 2021.
- Vacancy for a voluntary secretary to BHCG.
- SWDP Review - Consultations Briefing Session on 1st March 2021.

### **12. Progress Reports and Updates**

a) Clerk:

- Margaret Vernon has submitted a Volunteer Application Form and Contract Agreement, to Worcestershire County Council's Senior Area Public Rights of Way Officer, to become Bredon's Parish Paths Warden.
  - Peter Whitehead has contacted the parish council with an update on burial ground in the parish and anticipated Glebe Field expansion at St Giles.
  - The Tree Management Report and Plan has been submitted by Jim Unwin and has been posted to SharePoint.
  - The Dock Lane temporary footpath closure is scheduled for early April, for repair and maintenance.
- b) County & District Councillor:
- Vegetation around the culvert at Morton Lane has been cleared to allow a full survey of work required to make good. No schedule is available at present.
  - Following the flooding in Bredon Norton, a broken pipe near to the Village Hall has been repaired and there were no further defects identified. However, the owner of the house opposite needed to use sandbags to keep water out of his house.
  - Some work is still required to drainage assets at Lower Lane, Bredon's Norton, near to Oak Tree Place, where ditches are still an issue. Recent works have succeeded as water did slowly drain away during recent heavy rainfall.
  - Work has now been scheduled for March to install concrete spillways on the B4080.
  - Local elections are going ahead in May for Worcestershire County and West Mercia Police and Crime Commissioner.
  - Footway works at Queensmead and Kinsham have been delayed by weather but are due to start this week.
- c) Defibrillators and SmartWater.
- The purchase of bookshelves for the kiosks at Westmancote and Queensmead are pending.
  - Glass is missing from a defibrillator and will be replaced.
  - Police Report:
    - There was a theft of a catalytic converter in Queensmead and an attempted theft in Blenheim Drive.
    - A Westmancote resident queried the Neighbourhood App after his details had been passed to other neighbours. He denied any involvement.
    - Nitrous Oxide cylinders were found by a resident in Mill Lane on 17<sup>th</sup> January.
    - There was a suspicious incident in Westmancote on 29<sup>th</sup> January, where a resident believed someone had tried their door handle.
- d) Transport & Organisations Working Group.
- Cllr Shiels confirmed that the parish council have written Worcestershire Highways to expedite the remaining unresolved issues and the lack of any progress on road, traffic and pedestrian safety issues in the parish.
- e) Assets Working Group.
- No report, next meeting pending.
- f) Executive and Finance Working Group.
- No report, next meeting pending.
- g) Technology and Media Working Group.
- 3 x Laptops have been purchased and issued to users. Additional Laptop to be ordered.
  - Laptop Policy being drafted to include parish council's responsibility for insurance.
  - Next scheduled Working Group meetings to be conducted using 365 Teams, to acquaint Councillors with the technology.

- The March Parish Magazine content will cover Ed Pyke, Dog Fouling, Precept and Rewilding Group.

### **13. Councillor's Reports and Items for Future Agenda.**

Cllr Falvey asked that Playing Field Footpaths be a March agenda item.

Cllr Bell asked that the Tree Management Report and Plan be reviewed and discussed in March.  
Worcester Highways' offer of 40mph roundels to be discussed by the Transport & Organisations Working Group.

Cllr Whiting asked that Advertising around the Village be a March agenda item.

Cllr Shiels asked that the Laptop Policy and Burial Ground be March agenda items.

### **14. Date of Next Meetings.**

Monday 8<sup>th</sup> March 2021.

Meeting closed at 10.00pm.