

BREDON, BREDON'S NORTON AND WESTMANCOTE PARISH COUNCIL

The minutes of Bredon Parish Council Meeting held by Zoom Video Conference on **Monday 8th March 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 and a member of the public.

1. Apologies for Absence.

None.

2. Declaration of Interests.

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

Cllr Sly declared an ODI for Item 5 c) as an adjacent landowner to Mitton Bank as included in the SWDP. A dispensation to stay in the meeting but not participate was **agreed**.

Cllr Handy declared an ODI for Item 5 a) iv due to own use of the same consultants as for Yew Tree Cottage. A dispensation was **agreed**.

Cllr Falvey declared a Prejudicial ODI for Item 10 (Chairman of Bredon Star RFC).

Cllr Darby advised that he no longer needs to declare a non-prejudicial ODI for any Mitton Bank discussions as he was no longer renting farmland from one of the associated landowners.

3. Adoption of the minutes of the meetings held on Monday 8th February 2021 and Tuesday 23rd February 2021.

These minutes were **approved**.

4. Finances.

a) Invoices to be paid:

Village Hall:

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

Timothy Drew	Balance of Wages – February 2021	£281.70
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David Gray	Lengthsman Services – February 2021	£375.00
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X2 Connect Ltd *	Defibrillator Signs (4) for Kiosk	£109.44
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Worcestershire CALC	Training Course – Ed Pyke	£30.00
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Pippins Accountancy	Sage, Bookkeeping & Q3 VAT Return	£105.00
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* Paid & to be ratified.

The above payments were **agreed**.

b) Financial Report:

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

5. Planning.

- a) For Approval:
- i. 20/02929/FUL True Blue Cottage, Cheltenham Road, Bredon, GL20 7ND
Erection of roof to existing silage clamp.
The parish council has no objections.
 - ii. 21/00164/FUL Kinsham House, Cheltenham Road, Kinsham, GL20 8HP
Installation of ground source heat pump.
The parish council has no objections.
 - iii. 21/00180/HP 70 Blenheim Drive, Bredon, GL20 7QQ
Extension to an existing outbuilding.
The parish council no objections in principle but request that a condition is for residential use only.
 - iv. 20/02774/HP Lower End Cottage, Lower Lane, Bredon's Norton, GL20 7FB
20/02775/LB Lower End Cottage, Lower Lane, Bredon's Norton, GL20 7FB
(Consultation/Amendment) Revised plans amending proposed roofline, along with additional joinery details. Amended Heritage Statement and Biodiversity Report.
The parish council has no further comments.
 - v. 21/00280/FUL Blackberry Barn, Manor Lane, Bredon's Norton, GL20 7HB
Replacement dwelling, landscaping and other associated works.
The parish council objects. A letter will be forwarded to Wychavon Planning with full objections.
 - vi. 21/00279/PIP Yew Tree Cottage, Lower Lane, Kinsham, GL20 8HT
Permission in principle for 1 dwelling.
The parish council objects. The site is more than 200m outside the development boundary and does not comply with Neighbourhood Plan NP1. The site is an unsustainable location for a new dwelling. Kinsham is classified as Category 4b (the least sustainable category) in the Hierarchy of Settlements.

The parish council's comments above were **agreed**.

- b) Approved:
- i. 20/02836/HP Croft Cottage, Back Lane, Bredon, GL20 7LH
 - ii. 20/02675/HP Pippins, Westmancote, Bredon, GL20 7ES

c) South Worcestershire Development Plan (SWDP) Update.

Cllr Bradley gave an appraisal of the SWDP's briefing he attended on 1st March 2021 and the site ranking scores. This specifically covered Regulation 18 (III) Sustainability Appraisal (SA) Report. Analysis in Appendix B does not correlate to the 'evidence base and scoring matrix', used to rank the sites for the various SA Objectives.

After debate, it was **agreed** to write to the SWDP/Wychavon to make an official request for the specific evidence and the scoring applied. This to be a priority to enable consideration of the information before submitting a response to the Consultation.

d) Other Planning Matters.

The Ashchurch Bridge Over Rail (ABoR) is on the agenda for Tewkesbury Borough Council's (TBC) Planning Committee on 16th March 2021. Clerk to send letters to TBC Councillor's home addresses by post and email on 11th March, with additional content and a copy of the letter of objection dated 26th October 2020.

It is understood that Overbury Estates may be intending to develop 40 to 60 hectares under their own marketing banner. They own most of the A46 frontage between the B4079 and Teddington

Hands. It was **agreed** to write to Overbury Estates requesting that they reconsider any support for the Garden Town and ABoR applications.

6. Covid-19 Update.

Cllr Hardman updated the parish council as follows:

- The rate of cases in all districts continues to decline.
- There were no cases in the Eckington, Bredon & Ashton–under-Hill district in the first week of March.
- Hospital admissions are also falling.

There was no update from WhatsApp groups.

7. Provision of Burial Ground.

A letter from Peter Whitehead, on behalf of the Parochial Church Council (PCC), was circulated. The Glebe Field soil quality is being checked. It was **agreed** the Clerk would obtain a conveyancing quotation to determine a cost allocation for the transfer of a strip of the Glebe Field to the PCC.

8. Appointment of a Trustee to the Hancocks Trust.

It was **agreed** that Rob Sly would continue as Bredon Parish Council's nominated Trustee to the Hancocks Educational Trust.

9. Tree Management Plan.

It was **agreed** the Clerk would obtain a quotation for two Ash trees needing attention and the payment of BJ Unwin's nominal extra charge of £100 was also **agreed**. Further review of the plan and planting to be an April Agenda item.

10. Sports Clubs Rental Review.

Cllr Falvey left the meeting for this item. This matter had been discussed at the recent Executive and Finance Working Group (E&FWG). The Football and Rugby Club leases commenced in 2015 with a rent review every 3 years based on RPI. The pending new Bowling Club lease is to be based on the Football and Rugby Club agreements. The Village Hall's reduced profitability (previously subsidising club rentals), prohibited activities and the following Options were considered:

- 1) No increase to be applied.
- 2) Increase rents in line with current agreements.
- 3) Contact all Clubs to request a renegotiation of leases to ensure alignment and recognise the Village Hall finances.

Due to the changing circumstances of the clubs over the last five years (i.e., operating as small businesses) Option 3 was **agreed**, with the E&FWG to formulate proposals.

11. Lengthsman's Remuneration.

The Clerk advised that the Lengthsman's hourly rate needed to increase to align with other Worcestershire parish councils, following a recent CALC benchmarking exercise on pay scales. An increase of 13.64% was **agreed** with an undertaking to conduct regular reviews. The Lengthsman is to be approached with an offer of additional hours (particularly during summer months) and to be reviewed at the April meeting.

12. Playing Fields Footpaths.

The footpaths are in poor condition and need urgent repair and widening in some places. An initial budget of >£2,000 per annum was **agreed**. All further expenditure on maintenance to be based on specifications and quotations and managed by the Assets Working Group, with approval and/or ratification by the full Council.

13. Advertising in the Parish.

Concerns were expressed over the number of signs, advertising boards and banners appearing around the parish, particularly in the Village. It was agreed to review again post Covid-19 and determine a policy, including a possible Lengthsman role, after consulting Wychavon Enforcement.

14. Laptop Policy.

This was circulated to Councillors and **agreed**.

15. Correspondence for Information.

The Clerk provided the following update:

- The Fox and Hounds. A complaint about the development of the car park and garden and response from Wychavon Enforcement.
- Rural Market Town Membership – no interest.
- Wychavon's Housing Needs Survey.
- Impact Community Carbon Footprint Tool.

16. Progress Reports and Updates

a) Clerk:

- A proposal from Dr Richard Vernon to consider a pedestrian/cycle bridge across the River Avon was discussed. This received general support and Cllr Shiels will progress.
- Complaints from Lower Westmancote residents about Bonfire Smoke from Long Furlong in the Kemerton Road. A notice is to be placed in the April Parish Magazine.
- Data Hack. Clerk confirmed the breach had been reported to the Information Commissioner's Office via their website and a reporting test completed. A record of the breach, including cause, effect, and remedial action taken has been filed. The matter was also referred to the Internal Auditor.

b) County & District Councillor:

- A Street Trader Consultation from Regulatory Services, including Bredon, is likely to be rejected.
- The damaged Moreton Bank culvert is to be repaired.
- The Queensmead and Kinsham footpath refurbishments have been well received. The Cheltenham Road approach footpath works are scheduled for May and the central sections to follow later in 2021.
- Dock Lane works planned for April – first 40 meters up the slope.
- Highways are to upgrade 'speed roundels' and 'slow signs' around the parish.
- A letter from the parish council to Tony Rowley and the CEO is recommended, expressing concern about the performance of Enforcement - particularly at Millstone, Eckington Road.

c) Defibrillators and SmartWater.

- Bookshelves are ready to install at the Westmancote and Queensmead Kiosks.
- Provision of Solar Power at the Kinsham Kiosk being investigated.
- The Defibrillator Cabinet at the Village Hall is being updated.
- No Police Report, but speed checks have taken place outside the Village Hall.

d) Transport & Organisations Working Group.

- Still awaiting a response from Worcestershire Highways.

e) Assets Working Group.

- Cllr Shiels asked for the reopening of the Village Hall (4 step/roadmap) to be an April Agenda item.

- Volunteer Group to start work at Glebe Field.
- f) Executive and Finance Working Group.
 - Met on 4th March primarily to discuss Sports Club Rents and Lengthsman's remuneration and working hours.
- g) Technology and Media Working Group.
 - Additional Laptop delivered.
 - Recent Data Hack of parish council BT email account was via Zoom conferencing software.
 - Clerk to move parish council email address from BT to Microsoft 365, i.e., parish.clerk@bredonpc.org.uk. This should improve data security.
 - Clerk to email all Councillors to update address books to show new parish council email address.
 - April parish council meeting to be conducted using 365 Teams not Zoom.
 - The April Parish Magazine content will cover Lengthsman - David Gray, SWDP Update, Playing Field Paths, Bonfires and Village Hall reopening.

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

Cllr Bell highlighted the Travellers at Crashmore Lane and Tree Plan for April meeting.

Cllr Falvey confirmed that lighting has now been installed on the Bowling Club path and the rear of the Village Hall.

Cllr Shiels asked that the method of staging of future meetings be discussed at April meeting, due virtual meetings being only approved by Government until 6th May.

18. Date of Next Meetings.

Monday 12th April 2021.

Meeting closed at 09.40pm.