

MINUTES OF A MEETING OF  
OMBERSLEY AND DOVERDALE PARISH COUNCIL  
HELD ON TUESDAY, 16<sup>th</sup> FEBRUARY 2016 AT 7.30 P.M.  
AT OMBERSLEY MEMORIAL HALL

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Present: Cllrs: D Ingram (Chairman), W T Arnold, Mrs H Barningham, M Best, F Cody, Mrs J Goodman, C McKenzie-Rowan, Mrs J Mitchell, P Reynolds, R Reynolds, Mrs B Serrell, C Welch (12)

17/16 Chairman's Announcements

The Chairman reported that he had received a card thanking the Parish Council for its support in respect of the re-furbishment of the Ombersley Handbells.

18/16 Apologies for Absence

An apology for absence was received from County Councillor M H Broomfield.

19/16 Declarations of Personal and Prejudicial Interest

The following interests were declared:-

Cllr W T Arnold - Member of Ombersley Memorial Hall Management Committee  
Cllr M Best - Member of Sytchampton Village Hall Management Committee.  
Cllr F Cody - Member of Sytchampton Village Hall Management Committee.  
Cllr C Welch – Member of Ombersley Memorial Hall Management Committee.

Public Question Time

There were no members of the public present at the meeting.

20/16 Confirmation of Minutes

The Minutes of the meeting held on 19<sup>th</sup> January 2016 had been previously circulated.

Cllr Mrs Barningham pointed out that it was Cllr Arnold who had raised the sunken manhole on the carriageway opposite The Wharf Caravan Park (Min No 11/16 (a)).

Subject to that amendment being made, Councillors agreed the minutes were an accurate record of the meeting. The Chairman signed the minutes.

21/15 Co-option to the Parish Council

The Clerk reported that he had re-advertised the vacancy and the closing date had now passed. One application had been received from Mrs Susan Collier.

It was proposed by Cllr Ingram and seconded by Cllr Mrs Goodman that Mrs Susan Collier be co-opted to serve on the Parish Council. This was unanimously agreed by Councillors.

22/16 Planning Matters

(a) Comments on Planning Applications

The Parish Council agreed to make the following representations in respect of those planning applications before them:-

- (i) W/15/03145/CU: Owl Hill Farm, Comhampton Lane, Dunhampton, Stourport-on-Severn, DY13 9ST  
Conversion (and change of use) of Dutch barn to dwelling including extension of existing lean-to, alteration of existing side wing. Formation of new vehicular access.  
Re-submission of W/13/01600/CU

Parish Council Comments

No objection.

- (ii) W/16/0072/PN: Mutton Hall Park, Boreley Lane, Ombersley, WR9 0HT  
Siting of five additional caravans

Parish Council Comments

No objection.

- (iii) W/16/00171/PN: Hawford Bridge Fishery, Ombersley Road, Hawford  
Fisherman Shelter

Parish Council Comments

No objection.

- (iv) W/15/03150/PP: 3, Hutbridge Cottages, Main Road, Ombersley, Droitwich Spa, WR9 0EL  
Single and two storey extensions to existing Cottage

Parish Council Comments

No objection.

- (v) W/16/00226/PN: Land off, Mount Pleasant Lane, Crossway Green  
Retrospective application for the erection of an extension to agricultural building to provide farm shop (amended scheme to planning approval W/15/00612/PN – revisions to east elevation to permit the inclusion of 8 small windows as opposed to 2 large windows).

Parish Council Comments

No objection

- (vi) W/14/02271/PN: Winnall Caravan Park, Lincomb, Stourport-on-Severn, DY13 9 RG  
Vary condition 2 of the original permission to use the land for the stationing of caravans granted under application reference 95/777, condition 2 of planning approval W/96/00158 and conditions 2,3 and 4 of planning approval W/06/02033/PN to allow for one designated unit to be occupied throughout the year by the site manager

Parish Council Comments

The Parish Council recognised the circumstances for bringing this application forward. Provided that the approval was for occupation by the Site Manager, the Parish Council would have no objection.

- (vii) W/15/03245/PN: Bennetts Farm, Boreley Lane, Ombersley, WR9 0HS  
Extension to a Building

### Parish Council Comments

As the plans were not currently available, the Parish Council would deal with this application under its delegated authority procedure.

- (viii) W/16/00273/CU: Brimary House, Lineholt Lane, Ombersley, WR9  
Retrospective application for a change of use to allow fishing from an irrigation pool and for the erection of a small shower block to be used in conjunction with caravan and camp site.

### Parish Council Comments

The Parish Council wished to ascertain whether the use of the pools would be available only to those using the caravan and camping facility or whether a more commercial arrangement was envisaged. The Clerk would check this and inform Councillors. Once confirmation had been received, Councillors would deal with this application under its delegated authority procedure.

### (b) Responses to Planning Applications

The Clerk reported that he had responded to the following Planning Applications on the Parish Council's behalf.

- (i) NM/16/00025/NM Hawford Bridge Fishery, Ombersley Road, Hawford  
Non-material amendment to planning permission W/13/02371/PN to change the roof design and elevations (Already decided)
- (ii) W/16/00028/PP & W/16/00029/LB: Gadds, Ombersley Road, Hadley, Droitwich Spa, WR9 0AT  
Proposed 2 storey extension with single storey lean to extension. Proposed detached garage with home office above.
- (c) Details of decision Notices received from Wychavon District Council
- (i) W/15/02766/PN: Land at The Cottage, Comhampton Lane, Dunhampton, Ombersley  
Demolition of existing Pool House and construction of new dwelling and detached garage. Resubmission of application W/15/01355/PN to include additional bedroom and ground floor extension (APPROVAL)
- (ii) W/15/02271/PP: Daneswood Farm, Boreley Lane, Ombersley, WR9 0HU.  
Change of use of land and the construction of a new garage in place of existing stables. Alterations and extension of existing dwelling, new swimming pool enclosure and alteration to driveway (Re-submission of Planning Appn W/15/01135/PP) (APPROVAL)
- (iii) W/15/02862/PP: Stepping Stones, Hadley Lane, Hadley, Droitwich Spa, WR9 0AX  
Two Storey Side Extension (APPROVAL)
- (d) Consideration of any other 'planning' matters received by the Council prior to the commencement of the meeting.

- (i) Progress on Enforcement – Land off Mount Pleasant Lane.

Councillor Peter Tomlinson updated the Parish Council on progress with Enforcement issues. He expressed his concern at the time it had taken to commence action.

(ii) South Worcestershire Development Plan – Publication of the Inspector’s Report

The Clerk had circulated details received from Wychavon District Council regarding the next steps in the approval process. Cllr Tomlinson had also sought clarification as to the impact the Plan would, once approved, have on new development housing development proposal, particularly those which did not feature in the SWDP.

(iii) Town and Parish Council Briefing on Traveller Site Allocations DPD

The Chairman updated Councillors on the main points arising at a briefing session he had attended on 15<sup>th</sup> February 2015. A copy of the supporting papers were available to any Councillor who wished to have sight of them.

(iv) Other Enforcement Issues

Councillor Tomlinson reported that he had sought an update on the progress regarding enforcement issues at Knottsfeld Nurseries. He would circulate any response once received.

Cllr Tomlinson also took the opportunity to update Councillors on progress with the Enforcement Scrutiny exercise he was currently involved in. The Parish Council had already responded to the questionnaire which had been circulated. He would forward a copy of the questionnaire for individuals so that Parish Councillors could respond on a personal basis should they choose to do so.

23/16 County Councillor’s Report

The County Councillor had forwarded his apologies and no report had been submitted

24/16 District Councillor’s Report

The District Councillor’s Report had been circulated to Councillors. Councillor Tomlinson dealt with a number of points under the consideration of planning matters earlier in the agenda.

There were no other points which Councillors wished to raise.

*At this point (8.20pm) Cllr Tomlinson left the meeting.*

25/16 Police Report

A copy of the latest Police Report had been circulated.

The Clerk had asked that future reports also gave an update on previously reported crimes. This would be picked up as part of future reports

26/16 Clerk’s Report and Progress Report

(a) Update on Grant Funding – Ombersley Memorial Hall

The Clerk reported that he had been informed that the Hall Committee was meeting shortly to develop projects for future funding. The Clerk would update the Council once details were received.

(b) Provision of Dog Waste Bins.

At the Parish Council’s request the Clerk had sought details of costs and arrangements from Wychavon District Council. These had been circulated.

The Council agreed to take no further action at this point.

(c) Update on Future Audit Arrangements (inc Appointment of Internal Auditor)

The Clerk updated the Parish Council on timescales for the audit of this year accounts. He also informed them of changes to arrangements for audit in future years.

The Clerk also sought the Parish Council's agreement to the appointment of an auditor to undertake its internal audit. As with future year it was proposed that Susanna Taylor be asked to undertake this work. All Councillors agreed and the Clerk undertook to get confirmation from her that she would be willing to undertake this task again this year.

(d) Business Leaders' Lunch – 20<sup>th</sup> May 2016

Details had been circulated. It was agreed that Cllr R Reynolds would attend.

(e) Attendance Sheets

At the Parish Council's request, the Clerk had prepared an attendance record. Copies had been circulated and the Clerk would maintain the list for future reference.

(f) Any other Matters of Urgency

(i) Queen's 90<sup>th</sup> Birthday.

The Chairman of the Ombersley Memorial Hall Committee had contacted the Clerk to ascertain whether the Parish Council was planning any specific events to celebrate this. The Hall Committee was considering events and did not wish to duplicate anything the Parish Council was proposing.

The Parish Council confirmed that it would not be organising anything specific and asked the Clerk to respond accordingly.

27/16 Creation of Smart Water Community.

Linked to recent discussions about Neighbourhood Watch, Cllr Mrs Goodman updated the Parish Council on discussion around the potential benefits of creating Smartwater communities.

Cllr Mrs Goodman was continuing to act as the contact for any residents who were interested in getting involved in Neighbourhood Watch schemes. To publicise this, the Clerk would include reference in the Church Magazine.

The Parish Council thanked Cllr Goodman for her work in this area and asked that she continue to investigate opportunities for creating Smartwater communities and enhancing current Neighbourhood Watch schemes.

28/16 Update on Lengthsman Contract

Further to previous discussions on this matter, Cllr Cody reported that he and Cllr Mrs Goodman had met with the Lengthsman to discuss his role.

Both Councillors were very impressed with the Lengthsman's knowledge and commitment. He was aware of the issues within the Parish and his priorities reflected those which they believed matched those set by the Council.

It was clear from the discussions, and the views previously expressed by the Council, that the fact that the Lengthsman lived in the Parish was a great benefit.

As part of their discussions they had raised the issue of attendance of the Lengthsman at future Parish Council meetings. The Lengthsman was happy to do so. He would attend the Annual meeting and was happy to attend meetings on a quarterly basis in the future. This was felt to be sufficient.

Based on their discussions and consideration of the issues, both Cllr Cody and Cllr Mrs Goodman believed that the Parish Council should extend the Lengthsman's existing contact for a further period. They believed that it would be appropriate to extend the contract until one year after the next elections. This would give a new Council the opportunity to review the matter early in the life of a new Council.

It was therefore proposed by Cllr Cody and seconded by Cllr P Reynolds and agreed by all Councillors that the Lengthsman's existing contract be extended until 31<sup>st</sup> March 2020. Annual reviews would be put in place so that any adjustments to the contract could be mutually agreed.

The Clerk would arrange for a new contract to be drawn up to put the Council's decision in place.

### 29/16 Highways Matters

#### (a) Reports of Highways Matters

The following matters were raised:-

##### (i) Haye Lane – Drainage and Potholes

The Clerk reported that he had logged these issues and had further spoke to the Highway Authority about flooding issues. Hopefully attention would be given to these issues shortly.

Cllr P Reynolds also reported that this was a problem in Hadley Heath.

##### (ii) School Bank

The Clerk had reported the drainage issue on School Bank and this would be attended to by County Highways.

##### (iii) Holt Fleet Bank

The Clerk had reported this issue. The route was on a regular highway inspection route so attention would be routinely given to issues on this route.

##### (iv) Litter in Haye Lane

This was becoming an increasing issue. The Clerk would contact Highways both to request that attention is given to this and also to seek their advice on ways in which this problem could be tackled in the future.

### 30/16 Finance and Authorisation of Accounts

#### (a) Payments requests

Cllr Best reported that he had been approached by St Mary's Church asking that the Parish Council fund the removal of a damaged Oak Tree in the Churchyard from the funds held by the Parish Council on their behalf. The cost was likely to be around £600 and the Clerk confirmed that sufficient funds were held to pay for this work. It was therefore moved by Cllr Cody and seconded by Cllr Mrs Mitchell that authority be given to proceed with this work. All Councillors agreed.

Cllr Best also updated the Parish Council on progress with the installation of solar panels at

Sytchampton Village Hall. The work was progressing and an invoice for the balance (around £4,300) would be presented for payment in the future. The Parish Council felt that given the payback rates, this would provide a long term investment for the Hall which would prove to be a highly beneficial investment in the future.

(b) Reports of Income Received, Cheques Paid and payments to be made.

The Clerk reported that:-

Income totalling £2,000.00 had been received.  
Cheques totalling £3,961.43 had been paid since the last meeting.  
Cheques totalling £874.75 needed to be paid.

It was moved by Cllr Cody and seconded by Cllr Mrs Mitchell that the transactions listed in the agenda papers and included as Appendix 1 to these Minutes be approved. All Councillors agreed.

(c) Any Other Financial Matters Requiring Approval

There were no other financial matters requiring approval.

31/16 Councillors' Reports

Cllr Reynolds and Mrs Barningham raised their significant concerns about the developments at Woodland View Fisheries. Caravans rather than log cabins had started to arrive on site and in the absence of any screening, the visual intrusion on local residents was significant.

The Clerk would pursue this with the District Council.

Cllr Mrs Mitchell reported incidents of local fly tipping which needed to be reported. The Clerk informed the Council that if the fly tipping was encroaching on the highway he could report it. However, if it was not on highway land the responsibility for dealing with it lay with the landowner.

Cllr P Reynolds reported that he now had 7 Path Wardens. 17 incidents relating to footpath issues had been logged in recent months.

He further reminded Councillors that the next walk was planned for 19<sup>th</sup> March 2016 from Sytchampton Village Hall. Further details would be published in due course. Currently there were 50 local residents on the database wanting further information on walks etc.

32/16 Correspondence

A schedule of correspondence was received by the Parish Council.

33/16 Next Meeting

The Next meeting would be held on Tuesday 15<sup>th</sup> March 2016 at Ombersley Memorial Hall commencing at 7.30pm.

There being no other business, the meeting closed at 9.10pm.

..... CHAIRMAN.

## Appendix

### FINANCE and AUTHORISATION OF ACCOUNTS

#### a. Income Received:

Worcestershire County Council	£2,000.00	MHB fund – SVH modifications to turn store room into a community office
	<b>£2,000.00</b>	

#### b. Cheques paid since the last meeting

David Miles Gardening Services	Lengthsman, Gardening, VAS – December 2015	£582.75	01873
Glassier Windows	Replacement Doors SVH – Balance	£2,000.00	01874
Roy Murphy	Re-imburement – Fasthosts Web Domain	£5.99	01875
C Welch	Re-imburement – additional xmas tree lights	£8.00	01876
J Jordan	Clerk's Expenses – January 2016	£108.56	01877
Acton Turf and Trees	Supply of Christmas Tree	£50.00	01878
J Jordan	Clerk's Salary – January 2016	£366.66	SO
Teme Valley Electrical Services Ltd	Electrical Work – SVH	£839.47	01879
<b>Total Expenditure</b>		<b>£3,961.43</b>	

#### c. Invoices Received for Payment (to date)

David Miles Gardening Services	Lengthsman, Gardening, VAS – January 2016	£582.75
Ombersley Memorial Hall	Hall Hire 2016	£52.00
Smith of Derby	St Andrew's Church Clock – Annual Service	£240.00
<b>Total Invoices Payable</b>		<b>£874.75</b>

Bank balances as at 16<sup>th</sup> February 2016

Current Account - £31,798.37

Reserve Account – £3,109.48