

MINUTES OF OMBERSLEY AND DOVERDALE PARISH COUNCIL  
HELD ON TUESDAY, 21<sup>st</sup> FEBRUARY 2017 AT 7.30PM.  
AT SYTCHAMPTON VILLAGE 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, R Reynolds, and Mrs B J Serrell (10)

19/17 Chairman's Announcements

None

20/17 Apologies for Absence

Apologies for absence were received from Cllrs Mrs S Collier, P Reynolds and C Welch.

21/17 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 D Ingram – Member of Hartlebury Parish Council

Public Question Time

Susannah Perkins attended for the discussion regarding the Ombersley Play Area. As a member of the Working Group she joined the Parish Council for their discussion on this matter.

22/17 Minutes of the Meeting held on 17<sup>th</sup> January 2017

The Clerk reported that the minutes to be approved were those from the last meeting held on 17<sup>th</sup> January 2017. Copies of these minutes had been previously circulated to Councillors.

All councillors agreed that the minutes were an accurate record of the meeting. The Chairman signed the minutes.

23/17 Progress Report – Projects Working Group.

The Chairman agreed to vary the order of business to enable this particular item to be discussed at this point in the meeting.

Susannah Perkins, who was a member of the Project Group and who had done a considerable amount of research updated the Parish Council along with Cllr H Barningham.

The Parish Council was reminded that, at the last meeting, councillors had been informed that, having received quotations for the refurbishment of equipment on the play area, the Working Group had decided that none of the quotations met the requirements. The initial view of the Working Group was that it may be better to pick and choose equipment from a variety of suppliers and to engage a contractor to manage the project. The Working Group had therefore continued to explore this option.

Contact had been made with a company in Leominster who could provide and install individual pieces of equipment on request. Testimonials had been sought and this company may be able to provide a cost-effective solution.

In the first instance, the Group was looking at one new piece of multi-purpose equipment (which would incorporate the existing slide) and which would provide a centre piece, around which the

remainder of the play area could be upgraded as resources permitted. As part of any future works the current flooring would need to be replaced.

The cost of this particular piece of multi-purpose equipment was likely to be around £4,000 and the works to extend and upgrade the flooring was likely to be an additional £4,600. The incorporation of the existing slide or a galvanised slide would be preferable and this would be looked at.

Other work which could be undertaken at a relatively modest sum was:-

- The refurbishment of the existing swings (perhaps with the incorporation of basket swings)
- Refurbishment of the existing picnic table and seats
- Provision of smaller goalposts for children's use.

At this point it was estimated that the cost of carrying out all the works described above (including installation) and the necessary improvements to the flooring could be achieved for around £20,000.

Some initial thought had also been given to possible funding sources. It would be necessary to justify the expenditure proposed so expressions of support would need to be sought, possibly in conjunction with a 'Just Giving' arrangement. Local businesses could also be asked to consider contributing towards the cost and an appeal could be made via the Church Magazine. Provided the benefit to the wider parish could be justified, there may be an ability to use any potential New Homes Bonus funds.

The use of Section 106 money from (e.g.) The Racks development may also be a potential source of funding to be investigated further. However, given the Section 106 contribution the Ombersley Conservation Trust were already required to make in respect of this development, it was not considered appropriate to approach them for funding at this point.

Prior to any works proceeding, it would be necessary to confirm the basis on which the Play Area was currently located on the Memorial Field. It would also be necessary to establish that no other (planning) permissions and consents were required.

Finally, the annual safety inspection of the Play Area was due to take place in March. The Clerk would contact the inspection team to ascertain whether it would be possible for members of the Working Group to attend the inspection to ascertain whether there were any other matters they should be taking account of.

At this stage the Working Group was merely seeking the Parish Council's support for the current lines of enquiry and an authorisation for the Working Group to seek quotes for the work.

The Parish Council was extremely grateful for the work which had been undertaken to date and confirmed that it was supportive of the approach being adopted. It was therefore moved by Cllr Mrs Barningham and seconded by Cllr Best that the Working Group be authorised to obtain detailed quotes for work to be undertaken so that these may be presented to the Parish Council in due course. All councillors agreed.

## 24/17 Planning Matters

### (a) Comments on Planning Applications

There were no applications brought forward for consideration.

(b) Responses to Planning Applications made on behalf of the Parish Council (Delegated Authority)

The Clerk reported that he had responded to a number of applications on the Parish Council's behalf under the delegated authority procedure. These were listed at Appendix 1.

(c) Details of decision Notices received from Wychavon District Council

A list of decision notices received since the last meeting was also circulated. A copy was included in Appendix 1 to these minutes.

(d) Consideration of any other 'planning' matters received by the Council prior to the commencement of the meeting.

(i) Dough Bank

The Inspector's decision was still awaited. There had also been a further technical breach which Wychavon's Enforcement Team was currently dealing with.

(ii) Woodland View Fisheries Planning Application (W/16/02425/CU)

Cllr Tomlinson reported on the outcome of the recent Wychavon DC Planning Committee which had considered the application for the erection of a toilet and shower block ancillary to the holiday enterprise and the change of use of land to site touring caravans at Woodlands View Fishery.

The Planning Committee had agreed that the application be deferred in order for Officers to investigate further improvements to the road in terms of surfacing and passing bays. Further details were included in Cllr Tomlinson's District Councillor Report which had been circulated to councillors.

25/17 County Councillor and District Councillor Reports.

Copies of Cllr Tomlinson's County and District Councillor reports had been previously circulated.

In the District Councillor report, Cllr Tomlinson referred to the Woodland View Fishery Planning Application and Planning Appeal at Dough Bank, both of which had been considered during the previous item. He was also due to meet with Highway Officers to discuss the Highway implications of the Woodland View application.

As part of his County Councillor Report, Cllr Tomlinson informed the Parish Council of the latest position regarding the County Council's budget setting and the impact on Council Tax levels.

He had also allocated £2,500 from his Councillor's Divisional Fund towards the cost of the project to widen Cow Lane in Sytchampton. The Parish Council was grateful to Cllr Tomlinson for his support.

26/17 Police Report

A copy of the Police Report had been previously circulated to Councillors.

Whilst the Parish Council was pleased to see that the levels of crime were currently relatively low, it was concerned to note that one of the crimes involved a house burglary.

27/10 Finance and Authorisation of Accounts

(a) Remedial Wiring Works at St Mary's Church, Doverdale

Cllr Best reported on discussions with St Mary's Church, Doverdale regarding the need for re-wiring of the church. This was likely to be an expensive and complex project. He was therefore

proposing that the Parish Council manage this project and place the order on the church's behalf. It would be necessary for quotations to be sought and approval to be obtained from the Diocese before the work took place.

Additionally, it was likely that the Audio Visual System at St Andrew's Church was likely to need to be upgraded shortly. He again advocated that the Parish Council manage this project.

The Clerk confirmed that this would be in order. It would also be possible for the Parish Council to reclaim legitimately incurred VAT payments provided that none of the PCC funds were used to fund this work. The Parish Council had previously received detailed guidance on this matter and would ensure that such guidance was adhered to. Arrangements should also be put in place to safeguard the Parish Council should any future VAT reclaim be declined.

It was moved by Cllr Mrs Serrell and seconded by Cllr Mrs Mitchell that the Parish Council manage the projects for the re-wiring of St Mary's Church and the upgrading of the Audio Visual System at St Andrew's Church on the basis set out above.

(b) Payment requests received prior to the Meeting

No other payment requests which were not already included on the agenda had been received.

(c) Reports of Income Received, Cheques Paid and Payments to be made.

Income totalling £4,487.88 had been received.

Cheques totalling £3,151.25 had been paid since the last meeting.

No invoices were due for payment

It was moved by Cllr Best and seconded by Cllr Cody that the transactions listed in the schedule and included as Appendix 2 to these Minutes be approved. All Councillors agreed.

(d) Any other Financial Matters

The Clerk reported that he had received a request from Ombersley Memorial Hall to purchase replacement tables for use at the Hall from the funds held by the Parish Council on their behalf. Two quotations had been supplied and the cost was likely to be around £2,500.

It was moved by Cllr Best and seconded by Cllr Cody that the request be approved.

28/17 Update following the meeting with the Ombersley Conservation Trust

Cllr Best reported on a very fruitful meeting which had been held with the Clerk and representatives of the Ombersley Conservation Trust. It was clear that there was a shared ambition to work together on a number of projects to enhance the village. These included:-

- Weighbridge Hut and Garden
- Ombersley Roundabout
- Millennium Orchard

Further investigations would be undertaken and detailed schemes developed. The Trust was happy to contribute financially to these schemes.

In respect of the enhancement of the Millennium Orchard, the Clerk had previously informed the Parish Council of the fencing works which was being undertaken. The Trust had also requested that the Parish Council consider making arrangements for the design of a noticeboard to be installed at the entrance to the orchard.

Cllr Barningham agreed to work with the Clerk to arrange for a suitable design which could be shared with the Trust. Whilst there may be a small cost for any design work, no commitment to

enter into any works would be agreed before the Parish Council had been given the opportunity to review the designs.

### 29/17 Highways Matters

The Clerk reported that he had discussed the issue of the water running on the footpath at Hawford (A449) with Highways who would be investigating the matter. He had also reported the condition of the road surface on School Bank and potholes outside Park Cottages.

Cllr Reynolds reported the continual flooding in Haye Lane. This was currently under investigation by Highways and had been the subject of discussion between Cllr Tomlinson and Highways officers. The Clerk would therefore ask Cllr Tomlinson to pursue this.

There had also been an incidence of fly tipping in the entrance to the woodland along Haye Lane. The Clerk would refer this to the Ombersley Conservation Trust.

### 30/17 Councillors' Reports

Cllr Arnold referred to the length of time it had taken to remove the Christmas Tree from The Weighbridge Gardens. Cllr Best apologised for this. Part of the problem was the size of the tree used. This would need further consideration next year.

Cllr Goodman enquired about progress towards establishing a Project Group to look at the Neighbourhood Plan. The Clerk would seek expressions of interest.

Cllr Best informed the Parish Council that work was currently on-going to create an office for community use at Sytchampton Village Hall. As the Late Cllr Broomfield had contributed towards the costs of this via his Divisional Fund, Cllr Best felt that it would be fitting to ask Elizabeth Skinner (the late Maurice Broomfield's partner) to officially open this facility on completion. The Parish Council agreed that this would be a fitting gesture.

In Cllr P Reynold's absence, the Clerk provided the following update on his behalf:-

"Regarding Millennium Wood, following my meeting last August on-site with the newly appointed area manager I have received the following update:

'Unfortunately I have no further information on the Management Plan at this point - it's still sitting with our Operations Manager for approval. Once I receive the green light, we will start the consultation procedure and I'll make sure that you and the parish are included in this process. Although the plan will have been approved internally at this point the consultation element is part of the overall process for reviewing management plans and must be completed before the plan goes live.'

Regarding parish footpaths, in addition to ongoing maintenance, the path wardens are currently preparing a 5.5 mile route from Sytchampton Village Hall out to Comhampton and Lineholt for the next quarterly Ombersley Walk Group ramble Saturday 18th March. All were welcome".

Cllr R Reynolds reported on a Midlands Cycle Event which would be taking place on 24<sup>th</sup> September 2017. It was likely that roads in the parish may be closed for the duration of the event. He would seek further details and inform the Parish Council.

Cllr Ingram reported on the recent meeting of the EnviRecover CLG meeting. As the plant was now moving from the construction to operational phase, the role of the CLG and future membership was in the process of being reviewed. Further reports would be made to the Parish council in due course.

### 31/17 Correspondence

A list of correspondence had been circulated and was received by the Parish Council.

The Clerk specifically drew the Council's attention to the correspondence from Cropthorne Parish Council regarding the establishment of a Parish Council Chairman's meeting. The Parish Council had previously discussed the merits of such an arrangement. The Clerk had therefore consulted with the Chairman and Vice-Chairman of the Parish Council and had responded expressing an interest in participating.

32/17 Meeting Dates

Future Meeting Dates – The Clerk had circulated a suggested schedule of meetings through to May 2018. These were agreed by the Parish Council

Annual Parish Meeting – As the Ombersley Memorial Hall was unavailable, arrangements had been made to hold the Annual Parish Meeting on 18<sup>th</sup> April 2017 in The Narthex at St Andrew's Church. The Clerk had, however, now been informed that the Hall was available and could be used for the Annual Meeting.

The Chairman informed the meeting that as arrangements had already started to be publicised he believed that the Parish Council should continue with the current arrangement and meet in The Narthex. This was agreed by the Parish Council.

Next Meeting – The next meeting of the Parish Council would be held on Tuesday 21<sup>st</sup> March 2017 at Sytchampton Village Hall commencing at 7.30pm.

The meeting ended at 9.00pm

..... CHAIRMAN.

## Appendix 1

### Responses to Planning Applications on behalf of the Parish Council

- (i) W/16/02886/PN: Cherryfields, Boreley Lane, Ombersley, WR9 0HW  
To remove approximately 18m of hedge to install a new farm gate to improve access to the farmyard.
- (ii) W/16/02872/PP: Oldfield Cottage, Oldfield Lane, Ombersley  
Boundary Wall, fence and gates (Retrospective)
- (iii) W/16/03025/PP: Cubboldfield, Parsonage Lane, Ombersley  
Demolition of conservatory and construction of a single storey extension.
- (iv) W/16/02961/LB: Tapenhall House, Ladywood, Ombersley, WR9 0AN  
Replacement of 7 windows to the front (south) and side (East) elevations of the house
- (v) W/16/02489/PN: The Rest, Hawford Wood, Ombersley, WR9 0EZ  
Replacement of existing detached dwelling with new detached dwelling
- (vi) W/17/00115/HP: Rose Cottage, Doverdale Lane, Doverdale, WR9 0QB  
Detached single storey garage/garden store/sun room
- (vii) W/1700158/HP: 3, Longheadland, Ombersley, WR9 0JB  
Proposed single storey extension
- (viii) W/17/00154/HP: Rushwinds, Boreley Lane, Ombersley  
Proposed 2 storey side extension and single storey rear extension to Annex to provide additional office space.

### Details of decision Notices received from Wychavon District Council

- (i) W/16/02657/AA: Land fronting River Severn, Holt Fleet  
2. No Warning Signs – **APPROVED**
- (ii) W/16/02873/PP: Cobblers, 4, Oldfield Lane, Ombersley, WR9 0JL  
1.3m boundary fence (Retrospective) – **APPROVED**
- (iii) W/16/02745/CU: Daneswood Farm, Boreley Lane, Ombersley, WR9 0HU  
Change of use of land to domestic garden; demolition of existing stables and replacement with new garage and ancillary outbuilding. Amended access and driveway – **APPROVED**
- (iv) W/16/02819/PP: 18, Apple Tree Walk, Ombersley, WR9 0HQ  
Detached oak frame Garage – **APPROVED**
- (v) W/16/02886/PN: Cherryfields, Boreley Lane, Ombersley, WR9 0HW  
To remove approximately 18m of hedge to install a new farm gate to improve access to the farmyard - **APPROVED**
- (vi) W/16/03025/PP: Cubboldfield, Parsonage Lane, Ombersley, WR9 0HR  
Demolition of conservatory and construction of single story extension – **APPROVED**
- (vii) W/16/02872/PP: Oldfield Cottage, Oldfield Lane, Ombersley, WR9 0JL  
Boundary wall, fence and gates (Retrospective) – **APPROVED**
- (viii) W/16/02559/CU: Cross Cottage, Holt Fleet Lane, Holt Fleet  
Proposed construction of 2 replacement dwellings at the site of Rose and Croft cottages and creation of new vehicular access – **APPROVED**
- (ix) W/16/02284/PP: Tine Cottage, Main Road, Ombersley, WR9 0DS  
Alterations of vehicular access including dropped kerb and alterations to parking turning area, addition of new summer house – **APPROVED**
- (x) W/16/02961/LB: Tapenhall House, Ladywood, Ombersley, WR9 0AN  
Replacement of 7 windows to the front (south) and side (East) elevations of the house

### Notification of Appeals Lodged

None

## Appendix 2

### FINANCE and AUTHORISATION OF ACCOUNTS

#### a. Income Received:

HMRC	£4,487.88	VAT Reclaim 2014/15 part & 2015-16
	<b>£4,487.88</b>	

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

Smith of Derby	Annual Service – Parish Clock	£247.20	01955
Performing Rights Society	PRS Licence for Sytchampton Village Hall	£114.00	01956
Teme Valley Electrical Services	Testing consumer unit – Weighbridge Hut	£24.00	01957
Severn Trent Water	Water connection to Churchyard at St Mary' Doverdale	£137.88	01958
J Jordan	Clerk's Salary – January 2017	£433.33	SO
Changing Appliances Ltd	Kitchen Refurbishment – SVH	£1612.09	01959
David Miles	Lengthsman, Gardening, VAS – January 2017	£582.75	01960
Mrs S L Taylor	Internal Audit 2015-16	£120.00	01961
		<b>£3,151.25</b>	

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

		<b>£0.00</b>