

MINUTES OF OMBERSLEY AND DOVERDALE PARISH COUNCIL  
HELD ON TUESDAY, 21st JUNE 2016 AT 7.30 P.M.  
AT SYTCHAMPTON VILLAGE HALL

---

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

In Attendance: Cllr P Tomlinson (District Councillor)

76/16 Chairman's Announcements

The Chairman thanked all those who had been involved in the Ombersley Village Fete which had been held on 18<sup>th</sup> June 2016.

He also reported that a by-election for the vacant County Council Ombersley Division would take place on 11<sup>th</sup> August 2016.

77/16 Apologies for Absence

There were no apologies for absence.

78/16 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 Mrs S Collier – Resident of property next door to The Parsonage (Min No 80/16 (d)).

Cllr Mrs J Mitchell – Secretary of The Fruiterers Arms Mobile Home Park Residents' Association (Min No 80/16 (d)).

Cllr C Welch - Member of Ombersley Memorial Hall Management Committee.

Public Question Time

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

79/16 Minutes of the Meeting held on 17<sup>th</sup> May 2016 and 7<sup>th</sup> June 2016

The Minutes of the meeting held on 17<sup>th</sup> May 2016 and the Extra-Ordinary meeting held on 7<sup>th</sup> June 2016 had been previously circulated. Councillors agreed that the minutes were accurate records of the meetings. The Chairman signed the minutes.

In response to a question from Cllr Best, the Chairman reported that he would be attending no further meetings of Hartlebury Parish Council and his resignation would be tendered as soon as a currently outstanding matter had been resolved.

The Chairman also undertook to ensure that should he stand for election to the County Council he would ensure that it was abundantly clear that he was standing for election in his own personal capacity and not as the Chairman of the Parish Council.

80/16 Planning Matters

(a) Comments on Planning Applications

The Clerk had circulated an up to date list of planning applications currently requiring comment. These were listed at Appendix 1 to these minutes and comments would be sought via email and submitted under delegated authority.

(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 are 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 is 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.

As part of his District Councillor report, Cllr Tomlinson had provided updates on the following planning matters:-

- Plot 4 The Paddocks, Comhampton Lane
- The Parsonage
- Dough Bank

Cllr Mrs J Mitchell also informed the Parish Council of the details of a letter sent to the Planning Department from the Chair of The Fruiterers Arms Park Residents Association highlighting the residents' concerns about the way in which the planning application at the Fruiterers Arms (W/16/00353/PN) was being implemented.

81/16 District Councillor's Report.

Copies of Cllr Tomlinson's District Councillor report had been previously circulated. An update on planning matters had been given at item 80/16 (d) above.

No further comments were forthcoming and Councillors received the report.

82/16 Police Report

A copy of the Police Report was circulated.

Concern was expressed that the report was still incomplete as there was an incident at Hadley Riding Stables which had been reported and which did not appear to have been included.

A further concern was that the level of rural crime in the area showed no signs of reducing. There did, however appear to be an obvious pattern in terms of the timings of incidents. The Clerk was asked to ascertain from Supt Purcell what steps were currently being taken in an attempt to combat the current level of criminal activity. As part of this, the Clerk should also ascertain whether Night-time patrols were being deployed.

Additionally, Supt Purcell had promised that updates on previous incidents would be provided on previous incidents. To date no updates had been forthcoming. This was disappointing as it gave the perception that little progress was being made.

Finally, Cllr Tomlinson reported that he would be meeting with the newly elected Police and Crime Commissioner and he would raise the Parish Council's concerns with him.

*At this point (8.00pm) Cllr Tomlinson left the meeting.*

## 83/16 Clerk's Report and Progress Reports

### (a) Neighbourhood Planning – Taking the Matter forward

The Clerk reported correspondence from Wychavon District Council regarding the production of a Neighbourhood Plan for the parish. The Parish Council agreed that it should look to take this matter forward. In the first instance, the Clerk would contact the District Council to ascertain what would be involved. The Clerk would also circulate a copy of the previous Plan produced in 2009 to councillors for reference.

Once a way forward had been established it was agreed that this may be a matter for the newly established Projects Committee to take forward.

### (b) St Andrew's Church Noticeboard

The Clerk reported that the new noticeboard had now been delivered and was currently being installed.

### (c) Sandisfield – development of the relationship between two communities

Cllr Mrs Goodman reported on recent communications from our friends in Sandisfield seeking to further develop the relationship between the two communities. The Parish Council felt that their original visit had generated a great deal of interest among the local community. Local residents should therefore be invited to become involved in the initiative. The Clerk would therefore seek expressions of interest via the Website, Noticeboard and Church magazine.

### (d) The Late Cllr Maurice Broomfield – Funeral Arrangements

The Clerk reported that Cllr Broomfield's funeral would be held on Wednesday 22<sup>nd</sup> June 2016 at St Mary's Church, Elmbridge at 2.30pm.

## 84/16 Parish Council Annual Report 2015/16.

The Clerk reminded the Parish Council that they had, at their last meeting, approved the Parish Council accounts for 2015/16. Following on from this he had now completed the Annual Governance and Accounting Statements for submission to the external auditor. A copy of these had been circulated to all councillors.

It was moved by Cllr Best and seconded by Cllr P Reynolds that the Parish Council's Annual Governance Statement and Accounting Statements be approved for submission to the External Auditor. All Councillors agreed and the Chairman and Clerk signed the Statements.

## 85/16 Discretionary Rural Rate Relief Applications

The Clerk reported that he had received completed Discretionary Rural Rate Relief Applications from the following local businesses:-

- Checketts
- Old School House Garage
- Ombersley Bakery
- Ombersley Dental Practice
- Holt Fleet Convenience Stores

He had also been informed that an application was currently being submitted in respect of The Fruiterers Arms.

The Parish Council confirmed that it wished to support these applications and the Clerk was asked to complete the necessary documentation confirming its support for the applications.

Cllr Best also informed the Parish Council that an application was likely to be submitted by Oldfields of Ombersley. The Parish Council indicated that they would be minded to support this application and would consider the application once received.

#### 86/16 Finance and Authorisation of Accounts

##### (a) Expenditure Proposals for Sytchampton Village Hall.

Cllr Best informed the Parish Council of future expenditure plans for Sytchampton Village Hall. This included:-

- Re-decoration of Hall – cost of Materials
- Replacement of damaged internal doors – cost of materials
- Replacement of faulty heaters and purchase of additional heaters
- Intelligent switchgear to maximise solar energy
- Upgrading remaining light fittings to latest standards
- Replacement crockery
- Replacement folding tables.

Quotations had been sought and it was estimated that the total cost would be in the region of £2560 and would be funded from the grant held by the Parish Council on the Hall's behalf.

It was moved by Cllr Mrs Goodman and seconded by Cllr Mrs Serrell that the expenditure listed be approved. All Councillors agreed.

##### (b) Requests for Payment

No further requests for payment had been received prior to the meeting

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

The Clerk had produced an updated schedule of income and expenditure which was circulated to Councillors.

Income totalling £2,169.95 had been received.  
Cheques totalling £1,156.77 had been paid since the last meeting.  
Cheques totalling £1,639.60 needed to be paid.

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

##### (d) Any other Financial Matters

There were no other financial matters requiring attention.

#### 87/16 Highways Matters

The following Highway related issues were raised:-

- Instances of flooding following recent cloudbursts

The Clerk had discussed the instances of flooding at the entrance to The Fruiterers Arms Park with Cllrs Mrs Mitchell. He confirmed that this had been reported to both Worcestershire County Council and Wychavon District Council as the flooding had not only affected the highway but had also had an impact on one of the properties on the park.

- A4133 – footpath between Parsonage Lane and the Roundabout in the Village

It appeared that some attempt had been made to cut the vegetation. However, more could be done to restore the footpath to its natural width. The Clerk would log this issue with Highways.

- Footpath from Hadley Mill to Westwood.

Attention was needed to this stretch of footpath. The Clerk would log the issue.

- Closure of Northampton Lane

A local resident had written to Highways regarding the ongoing closure of Northampton Lane. A copy of the letter had been passed to the Parish Council. The reasons for the closure had been explained and no further action was necessary at this point.

#### 88/16 Councillors' Reports

Cllr P Reynolds reported that 87 people had joined the School Walk in Millhampton Wood. He was also organising a walk for the Alzheimer's society and the next Village walk would take place on 2<sup>nd</sup> July 2016.

He further reported that he was still receiving enquiries about the Play Area. Further he had received comments regarding car parking at the School. Cllr Reynolds was advised to refer the latter issue to the School.

Cllr Best would visit the Cross Keys to obtain a menu for the Parish Council meal.

He further reported that he was in the process of refurbishing the public noticeboard in the village. Replacement locks had also been fitted to the Parish Council noticeboard.

Cllr Mrs Goodman reported that she was organising a Neighbourhood Watch meeting. She would circulate the details to Councillors

#### 89/16 Correspondence

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

#### 90/16 Next Meeting

The next meeting of the Parish Council would be held on Tuesday 19<sup>th</sup> July 2016 at Ombersley Memorial Hall at 7.30pm. The venue would be confirmed once the Chairman and Clerk had confirmed that the Jubilee Room at the Hall could accommodate the meeting.

The meeting ended at 9.15pm

..... CHAIRMAN.

**(a) Planning Applications Received for Comment**

W/16/01486: Bugle Gate Cottage, Lincomb Lane, Lincomb, Hartlebury,  
Retrospective application for the construction of a new boiler room and chimney. Proposed raising of boiler room roof.

W/16/01459: 3, Hutbridge Cottages, Main Road, Ombersley, Droitwich  
Single and two storey extensions to existing cottage.

W/16/01238/PN: Acton Fields, Acton Lane, Ombersley, Stourport on Severn, DY13 9TE Proposed Change of Use and Conversion of Former Agricultural Equipment Store to Office Accommodation

**(b) Responses to Planning Applications on behalf of the Parish Council**

W/16/01170/PN: Ombersley Memorial Hall, Sandys Road, Ombersley, WR9 0DY  
Single storey extension, together with first floor extension including the installation of dormer windows

W/16/01065/PP Albion House, Main Road, Ombersley, WR9 0DP Two storey extension to the north side of Albion House for medical interview facilities

W/16/01052/PP and W/16/01053/LB Canada House, Main Road, Ombersley, WR9 0EP  
Replacement Garage

W/16/01109/PN The Mobile Home, Daneswood Farm, Boreley Lane, Ombersley, WR9 0HU  
Construction of two-bed detached dwelling to replace static caravan

W/16/01174/PP and W/16/01175/LB The Yeoman House, Acton Lane, Ombersley, Stourport-on-Severn, DY13 9TF  
Conversion of Double Garage and Attic Room into a Study/Home Office (Retrospective)

W/16/01211/PN and W/15/01335/PN Land at The Cottage, Comhampton Lane, Dunhampton, Ombersley  
Demolition of existing Pool House and construction of new dwelling and detached garage.  
Variation of condition 3 of planning permission W/15/02766/PN to allow alterations to window and door layout and additional porch.

W/16/0118/PP Hillside Cottage, Boreley Lane, Ombersley, WR9 0HS  
Proposed rear extension and associated internal alteration.

W/16/01355/PP: 2, Hill Farm, Doverdale, WR9 0QA  
Two storey extension to enlarge bedroom space at first floor and kitchen/living space at ground floor

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

W/16/01054/LB: Baytree House, Uphampton, Ombersley, Droitwich Spa, WR9 0JP  
Removal of existing defective roof tiles and replacement roof tiles to match size, colour and texture  
**(APPROVED)**

W/16/00918/PN: Fruiterers Arms Caravan Park, Uphampton Lane, Ombersley  
Re-alignment of part of private internal road **(APPROVED)**

W/16/00744/LB Acton Manor, Acton Lane, Ombersley, Stourport on Severn, DY13 9TF  
Internal alterations

## Appendix 2

### FINANCE and AUTHORISATION OF ACCOUNTS

#### a. Income Received:

Sytchampton School	£750.00	SVH Car Parking
E J Gummery	£75.00	Donation – St Mary's Church
T H Checketts	£740.13	Rural Rate Relief
Old School House Garage	£225.76	Rural Rate Relief
Ombersley Village Stores and Bakery	£110.83	Rural Rate Relief
Ombersley Dental Practice	£268.23	Rural Rate Relief
	<b>£2169.95</b>	

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

Norman Lowe	Service and Repair – St Andrew's Church Mower	£415.41	01906
Old School House Garage	St Andrew's Mower – Petrol Account	£58.61	01907
David Miles	Lengthsman, Gardening, VAS – May 16	£582.75	01908
David Miles	Ombersley Roundabout Maintenance	£100.00	01909
		<b>£1156.77</b>	

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

Fasthosts (re-imburement to Clerk)	Ombersley.net Domain Hosting	£70.19
Wychavon DC	Rural Rate Relief – Checketts	£741.13
Wychavon DC	Rural Rate Relief – Old School House Garage	£226.76
Wychavon DC	Rural Rate Relief – Ombersley Bakery	£111.83
Wychavon DC	Rural Rate Relief – Ombersley Dental Practice	£269.23
Roy Murphy	Fasthosts Domain Renewal – ODPC	£87.11
J Jordan	Back Pay – Clerk's Pay increase	£133.35
		<b>£1639.60</b>

Bank balances as at 14th June 2016

Current Account - £42,839.04

Reserve Account – £3,110.00