

MINUTES OF OMBERSLEY AND DOVERDALE PARISH COUNCIL
HELD ON TUESDAY, 21ST NOVEMBER 2017 AT 7.30PM.
IN THE NARTHEX, ST ANDREW'S CHURCH, OMBERSLEY

Present: Cllrs Mrs J Goodman (Chairman), W T Arnold, Mrs H Barningham, F Cody, Mrs S Collier, D Ingram, C MacKenzie-Rowan, P Reynolds, R Reynolds, Mrs B J Serrell and C J Welch (11)

Cllr P Tomlinson (County and District Councillor) also attended until 8.30pm.

Public Question Time

No members of the public were present.

140/17 Chairman's Announcements

The Chairman reported that Cllr Best was unable to attend this evening's Parish Council meeting due to illness. The Parish Council asked that its best wishes be passed onto Cllr Best.

141/17 Apologies for Absence

An apology for absence was received from Cllr M Best.

142/17 Declarations of Personal and Prejudicial Interest

The following interests were declared:-

Cllr W T Arnold – Member of Ombersley Memorial Hall Management Committee and Ombersley Memorial Hall Trustee.

Cllr F Cody – Parish Council representative on Sytchampton Village Hall Management Committee.

Cllr D Ingram – Parish Council representative on Ombersley Memorial Hall Management Committee.

143/17 Minutes of the Meeting held on 17th October 2017

Copies of the minutes of the meeting held on 17th October 2017 had been previously circulated to Councillors.

It was moved by Cllr Cody and seconded by Cllr Welch that the minutes were an accurate record of the meeting. All Councillors agreed and the Chairman signed the minutes.

144/17 Co-option to the Parish Council.

The Clerk to the Council reported that the deadline for the receipt of nominations had now passed. Two applications had been received and details had been circulated to Councillors. It was now for the Parish Council to co-opt one of the applicants onto the Council.

Prior to the consideration of the applications, a number of questions were raised:-

- Clearly both applicants were extremely committed and would be valuable assets to the Parish Council. It would be difficult to objectively decide on which individual to co-opt purely based on their brief written submission;
- At a time when responsibilities on local councils was increasing the Parish Council felt very uneasy about rejecting any expressions of interest in the work of the Parish Council. The Council therefore felt that it should explore further whether there was any way in which both applicants could be accommodated.
- The Clerk to the Council reported that the size of the Council was currently 13 and currently only 1 vacancy existed. However he would, if it was the Council's wish, be happy to explore with Wychavon District Council all options available to the Council.

It was therefore moved by Cllr R Reynolds and seconded by Cllr Mrs J Goodman that consideration of this matter be deferred. The Clerk to the Council was asked to explore all available options with Wychavon District Council and once this advice had been received the matter be considered further at the next appropriate opportunity. If needed, an Extra-Ordinary meeting of the Council would be convened. All Councillors agreed.

145/17 Parish Council Neighbourhood Plan

Cllr Mrs Collier updated the Parish Council.

Work to collate residents' views on priorities continued. A successful launch event had been held on 2nd November 2017, attended by over 200 residents. Further drop in sessions were planned for 25th November 2017 at Sytchampton Village Hall and 6th January 2018 at Ombersley Memorial Hall. The views expressed at these sessions would be added to comments received via the TOAD website and would begin to form the priorities to be explored further. Further meetings of volunteers would also be held.

Further work needed to be undertaken on ways of engaging younger residents in the parish and proposals were being explored to ensure that the views of all sectors of the community were received.

Although still very early in the process, a number of highway issues had been consistently raised. Consideration would need to be given to these as the process moved forward.

A number of future surveys were likely to be needed such as a Housing Needs Survey and a comprehensive Traffic Survey. Other surveys may also be necessary to ensure that the Plan was properly evidenced. As a general principle it was hoped that existing information could be utilised but where it was clear that more detailed or updated information was needed, arrangements would need to be made to commission this.

Cllr Mrs Collier along with Cllr Mrs Goodman would continue to progress the Plan and would ensure that the Parish Council remained updated. Where decisions were required by the Parish Council arrangements would continue to be made to enable the Parish Council to consider these matters.

The Parish Council thanked Cllr Mrs Collier for her comprehensive update. It concluded that it was happy with the direction being followed and thanked both Cllr Mrs Collier and Cllr Mrs Goodman for the considerable amount of work undertaken to date.

146/17 Planning Matters

(a) Arrangements for dealing with consultations on Planning Applications

At the last meeting, Councillors agreed their preferred approach to dealing with comments on planning applications in the future. It was agreed that a group of interested councillors should be established to deal with responses on the Parish Council's behalf. This group would consist of 5/6 councillors. To ensure that all councillors remained informed, copies of all applications would continue to be circulated to all councillors. Responses from those councillors not serving on the core group would still be welcomed.

Expressions of interest had been sought from those Councillors wishing to serve on the Group to determine responses and, to date, 4 expressions had been received.

Cllr Cody felt that a Group only consisting of 4 Councillors was potentially low and this could cause issues should any of the interested councillors be unavailable or had an interest which would need to be declared in respect of any particular planning application.

The Parish Council, mindful of the concerns being expressed, agreed that Councillors continue to consider whether or not they wished to be involved in the arrangement. Further, any newly co-opted councillor may also wish to be part of these arrangements. In the meantime it confirmed that it was content to proceed with the arrangement whereby the Clerk to the Council responded to consultations on Planning Applications on its behalf following the receipt of comments from the Group of 4 Councillors appointed to look at Planning Applications. Clearly, however, if a situation arose where the Group was unable to fulfil its role (either through absence or declared interests) or if there was a consensus that a particular application required wider consideration these would continue to be brought before the full Council for consideration.

(b) Planning Applications for consideration

There were no planning applications requiring consideration.

(c) 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.

As part of his District Councillor Report, Cllr Tomlinson reported on a number of planning related matters as follows:-

- Plots 1 and 2, The Paddocks, Comhampton - Both applications had now been refused by Wychavon District Council.
- Dough Bank - A further Planning Application was currently under consideration. Nearby residents had also been offered the opportunity to purchase the site from the land owner.

147/17 County and District Councillors Reports

A copy of the County Council's Members update had been circulated to the Parish Council. Cllr Tomlinson had also produced a District Councillor's Report which had also been circulated.

The following matters were referred to in Cllr Tomlinson's reports:-

- VELO Birmingham – Cllr Tomlinson was hopeful that a decision on the 2018 event would be made shortly.
- Ombersley School Traffic and Parking
- Drainage in Hays Lane,
- A Government Consultation on Qualifications for Councillors
- The lobbying for the Northern Relief Road as part of the next revision of the South Worcestershire Development Plan

The Council thanked Cllr Tomlinson for his reports.

At this point (8.30pm) Cllr Tomlinson left the meeting.

148/17 Police Report

A copy of the latest police report had been circulated and was noted.

149/17 Finance and Authorisation of Accounts

(a) Arrangements for agreeing the Council's Budget Requirement and setting the Council's Budget

The Clerk to the Council informed Councillors that the deadline for notifying Wychavon District Council of the Parish Council's Budget Requirement was 2nd February 2018. As was usual practice, the Council would, at its January meeting, be asked to agree its Budget Requirement and to set its Budget for 2018-19.

A meeting of the Finance Committee would be convened in advance of the Parish Council meeting so that recommendations could be brought forward for consideration.

The Clerk to the Council would liaise with the Chairmen of the Council and Finance Committee regarding arrangements for the Finance Committee meeting and would pull together the necessary papers for consideration, including details of Grant Applications from local organisations seeking support.

All Councillors agreed that they were content with the arrangements to be put in place.

(b) Request for a Donation – Broadwas Sporting Association

The Clerk to the Council reported receipt of a request for a donation from Broadwas Sporting Association. A copy of the letter had been circulated to Councillors.

Councillors felt that its priority should continue to be to support local organisations and as a consequence felt unable to support the request.

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

The Clerk informed the Parish Council of further additions to the schedule, copies of which were available. Income totalling £1,782.90 had been received. Cheques totalling £14,944.71 had been paid since the last meeting. Invoices totalling £262.58 needed to be paid.

As part of the payments made since the last meeting, the opportunity had been taken to settle a number of payments relating to expenditure at St Andrew's Church, Sytchampton Village Hall and the Weighbridge Hut and Gardens. Prior to settlement of these accounts the details had been forwarded to Cllr Cody for verification.

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

(d) Any other financial matters requiring determination.

Cllr Arnold tabled a quotation highlighting works proposed to be undertaken by the Ombersley Memorial Hall. He was seeking the support of the Parish Council to the expenditure proposed.

As the quotation had not been received in advance of the meeting, the Chairman felt unable to consider the matter. Arrangements would however be made for discussions to be held with representatives of the Ombersley Memorial Hall Committee and subsequent consideration, if needed, by the Finance Committee. All Councillors agreed.

150/17 Highways Reports

Although it was early in the process, it was clear that traffic issues were featuring fairly highly on the list of issues arising from discussions on the Neighbourhood Plan. A separate email had been received about the state of the footways and particularly the challenge faced by young mothers safely walking their children to school, the apparent increase in the number of HGV vehicles

travelling through the village, the impact of parking on visibility for traffic in the village and issues relating to the roundabout in the centre of the village.

Cllr R Reynolds reported that he had observed traffic passing and parking outside Ombersley First School. There was a potential danger for school children as the traffic speed outside the school were high. Unfortunately, however, it was his view that this could only be dealt with by means of engineering solutions and this was unlikely to be funded by the Highway Authority. Other sources of funding (such as Section 106 contributions) may therefore need to be explored.

On the issue of parking at the school, land had been made available by the Ombersley Conservation Trust to assist with the provision of off road parking. Discussions were currently ongoing to determine the cost and sources of funding to implement this proposal.

As reported in Cllr Tomlinson's County and District Councillors report, discussions were continuing in an attempt to resolve the issue of flooding in Haye Lane. He had asked that attention be given to this as a matter of urgency.

151/17 Councillor's Reports

Cllr Mrs Goodman reported that arrangements would be put in place to erect the Christmas tree on the Weighbridge Gardens on Sunday 10th December 2017 at 10.30am. A number of Councillors including Cllr D Ingram, P Reynolds, Mrs B Serrell and C Welch volunteered to assist.

Cllr Mrs Goodman further reported that a Star Day was being held at St Andrew's Church on 2nd December 2017. It had been agreed that the stars produced would be used to decorate the Christmas Tree. Finally, the formal Christmas lights switch on would take place after the St Andrew's Church Carol Service. However, it was stressed that due to Health and Safety concerns, the Parish Council could not permit a large gathering of people on the Weighbridge Gardens. The Wedding Field should be used as a vantage point for anyone wishing to observe the lights being switched on.

Cllr Ingram reported on his attendance at his first meeting of the Ombersley Memorial Hall Committee. He found the meeting very interesting and he was hopeful that he would be able to contribute to the work of the Hall Committee.

152/17 Correspondence

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

153/17 Next Meeting

The next meeting of the Parish Council would be held on Tuesday 16th January 2018 at Sytchampton Village Hall commencing at 7.30pm.

The meeting ended at 9.05pm

..... CHAIRMAN.

Appendix 1

Responses to Planning Applications on behalf of the Parish Council

- (i) 17/02023/RM – Cross Cottage, Holt Fleet Lane, Holt Fleet – Reserved Matters Application following Outline Permission 17/00674/OUT for matters relating to scale, layout, external appearance and landscaping for 2 live/work units
- (ii) 17/01946/FUL – 3, Yew Tree House, Acton Cottages, Acton Lane, Ombersley, DY13 9TE – New track and amended access, together with installation of private manege.
- (iii) 17/01939/FUL – Park Farm, A449, Main Road, Ombersley, WR9 0EX – Retrospective application for (i) change of use of area to form clay target shooting area with timber frame shelter and (ii) concrete apron in connection with clay target shooting.
- (iv) 17/02075/FUL – Northwood House, Main Road, Ombersley, Droitwich Spa, WR9 0DP – Proposed new dwelling
- (v) 17/02081/FUL – The Firs, Holt Fleet Lane, Holt Fleet, Worcester WR6 6NW – Proposed construction of replacement dwelling

Details of decision Notices received from Wychavon District Council

- (i) 17/01641/HP – Eden Court, Lineholt Lane, Ombersley, WR9 0LL – Extension to entrance porch and replacement conservatory – **APPROVED**
- (ii) 17/01735/HP – West View Lodge, Dough Bank, Ombersley, WR9 0HN – Installation of 6 person sewage treatment plant in grounds to replace existing septic tank and soakaway. The septic tank will be de-commissioned and not replaced – **APPROVED**
- (iii) 17/01413/CU – 1, The Paddocks, Comhampton Lane, Dunhampton, Ombersley, DY13 9ST – Change of use to extend existing gypsy traveller site for a second pitch with mobile home, associated hard standing and utility block as approved under application 14/01586 but not in accordance with condition 5 and 10 to amend utility block design and increase caravan numbers to 6 – **REFUSED**
17/01668/CU – Plot 2, The Paddocks, Comhampton Lane, Dunhampton, Ombersley – Application for a material change of use of land for stationing of caravans for residential occupation with associated hard standing, fencing, septic tank and utility trailer (retrospective) – **REFUSED.**
- (iv) 17/01792/HP – Yew Tree Cottage, Lineholt Lane, Ombersley, WR9 0JX – Erection of detached garage and minor external alterations approved under planning permission Ref. No. 17/01281/HP but without compliance with condition no 2 (to amend list of approved drawings) – **APPROVED**
- (v) 17/01845/LB – Yew Tree Cottage, Lineholt Lane, Ombersley, WR9 0JX – Erection of detached garage and minor external alterations approved under planning permission Ref. No. 17/01282/LB but without compliance with condition no 2 (to amend list of approved drawings) – **APPROVED**
- (vi) 17/01771/HP – Malvern View, Lineholt Lane, Ombersley, WR9 0LF – 2 storey extension with raised ridge height, internal alterations and LPG tank – **APPROVED**
- (vii) 17/01946/FUL – 3, Yew Tree House, Acton Cottages, Acton Lane, Ombersley, DY13 9TE – New track and amended access, together with the installation of private manege - **APPROVED**

Details of decision Notices received from Wychavon District Council

- (i) 17/01518/OUT – Land Off, Bishops Wood Road, Ombersley – Outline application with all matters reserved for live/work unit.

Appendix 2

FINANCE and AUTHORISATION OF ACCOUNTS

a. Income Received:

Various Donations	Omb Play Area Action Gp – Bear Hunt	£594.60
Various Donations	Uphampton residents contributions to Smartwater kits	£418.30
Donation	Ombersley Play Area Action Group	£20.00
Worc CC	Lengthsman Re-imburement (Jul – Sept 17)	£750.00
		£1,782.90

b. Cheques paid since the last meeting

Lock and Key	Re-imburement of expenditure re: Noticeboard	£42.48	2010
Dulux Decorator Centre	Re-imburement of expenditure re: St Andrew's Ch.	£53.41	2011
Various Suppliers	Re-imburement of expenditure re: Sytchampton VH	£1,067.96	2012
Various suppliers	Re-imburement of expenditure re: Weighbridge Hut	£1,596.64	2013
Top Cut Mowing Servs	Mowing and Strimming – St Mary's Church – Sept 17	£222.00	2014
Smartwater Technology	Smartwater Kits	£513.96	2015
Smith of Derby	Parish Clock Servicing – 7 Yr Agreement	£1,557.60	2016
Universal Banners	Banner for Neighbourhood Plan	£65.76	2017 pt
Modus	Logo Design – Neighbourhood Plan	£90.00	2017 pt
J Jordan	Clerk's Salary – October 2017	£433.33	SO
Crayon Juice	Leaflet Printing – Neighbourhood Plan	£184.00	2018
S Collier	Replacement Glass Bus Shelter	£140.00	2019
D E Talbot Transport	Materials - Widening Cow Lane	£2,484.90	2020
Top Cut Mowing Servs	Mowing and Strimming – St Mary's Church – Oct 17	£192.00	2021
David Miles	Lengthsman, Gardening, VAS – Oct 17	£582.75	2022
David Miles	Maintenance – Roundabout	£100.00	2023
N D Lowe	St Andrew's Church Mower – Repair	80.52	2024
Buzz Electrical Ltd	Heating and Lighting Work – SVH	£5,537.40	2025
		£14,944.71	

c. Invoices Received for Payment (to date)

Fasthosts	Additional Support Ombersley.Net (Oct-Dec)	£19.02
J Jordan	Clerk's Exps – Oct/Nov (part)	£23.00
Universal Banners	(SC) Re-imburement - Neighbourhood Plan Banner	£65.76
Traffic Start Ltd	(MB) Re-imburement – Traffic Cones for SVH (Maj Oliver)	£154.80
		£262.58