

SOUTH LENCHES PARISH COUNCIL.

Draft minutes of the Full Parish Council meeting held on Monday 10th September 2018 at 7.00 pm in Church Lench Village Hall, Church Lench.

Present: Cllrs. Mr. Ball (Chair), Mrs. Fletcher, Mr. Jackson and Mr. Fletcher. In attendance: Mrs. Holland (Clerk) and Dist. Cllr. Mrs. Steel.

41/18 Apologies: Cllr. Mr. Shore (reasons accepted by Council); County Cllr. Mr. Hopkins.

42/18 Declaration of Interests: Nil.

43/18 Written requests from Councillors for the Council to grant a dispensation (S33 of the Localism Act 2011) – nil received.

44/18 Councillor vacancies: two posts continue to be advertised.

45/18 Reports received from:
County Cllr. Mr. Hopkins email report:
 a) Ab Lench Road to Rous Lench - Highways is unlikely to attend to this financial year as the road is in such a bad state there is no money available to deal with this during the present financial year.
 b) Money available to contribute towards a new Vehicle Activated Sign if required.
District Cllr. Mrs. Steel: reported on changes in regard to New Homes Bonus scheme.
Police: No report.

Public Question time: Nil present.

46/18 Minutes: resolved that the minutes of the Extra August Parish Council meeting held 13.08.18 were an accurate record duly signed by the Chair.

47/18 Clerk's report:
Low Road – still awaiting speed survey by County Council.
Autumn Parish Conference - 6:30pm on Tuesday 9th October at County Hall.
Provision of planters - no further news.

48/18 Report from representative: Neighbourhood Plan (Appendix 2).

49/18 Financial matters:
 49.1 **Resolved** to approve the payments schedule and bank reconciliation to 31.07.18.(Appendix 1) Payment in regard to the refurbishment of the BT Kiosk was deferred until invoices showing the work carried out received.
 49.2 Appointment of the Internal Auditor for 2018-19: **resolved** to appoint DKE Audit Services Ltd.

50/18 South Lenches Parish matters for discussion/decision.

50.1 Update on Bench in The Croft: the Bench is at present available to view in the recipients' front garden. License from Highways received. Clerk has been trying to obtain three quotes, 1 too expensive, one call not returned. Waiting on further quote which Council agreed if quote was under £500 could be decided by Clerk and 3 members to avoid further delay.

50.2 Update on Bus shelter and retaining wall behind it, Church Lench. Paperwork for Land Registry documents signed by two residents and returned to the Solicitor acting on behalf of the Council.

50.3 Speeding:

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	<p>a) Vehicle Activated Signs recordings taken in June and July. Clerk to ask the Lengthsman for further details of the downloaded information.</p> <p>b) Three quotes to purchase further Vehicle Activated Sign were considered. Resolved to purchase from Pandora Technologies Ltd Model PTSC 904 with solar power system at a cost of £2405 + VAT. Funds to purchase to be transferred from reserves. .</p>
50.4	<u>BT Kiosk</u> : work in progress with restoration of the Kiosk and the construction of the area for it to be positioned, which is on the site below the Boules Court, at the Lenches Sports & Recreation Club.

51/18	Planning Matters.
51.1	<p>Planning process/feedback following applications that have been presented to the Planning Authority:</p> <p>a) 17/01122/FUL - The Paddock, Off Low Road, Church Lench. Planning Appeal dismissed.</p> <p>b) 18/00783/HP – The Cottage, Main Street, Church Lench. Permission granted.</p>
51.2	<p>Planning applications dealt with by delegation duly noted:</p> <p>a) 18/01277/HP - Greyholme, Evesham Road, Church Lench. Proposal: Single and two extensions to rear. Comments: Nil. Permission granted.</p> <p>b) 18/00031/HP – Hazeldean, Low Road, Church Lench. Amended design of extension and garage with general reduction in scale proposal. Comments: Nil.</p> <p>c) 18/01687/GPDQ and 18/01688/GPDQ Brookfields Farm, Ab Lench Road, Church Lench. Proposal: Notification for prior approval for a proposed change of use of agricultural building to a dwelling house (Class C3) and for associated operational development. Comments: Nil.</p>
51.3	To consider response to the South Worcestershire Open Space Assessment (including Community Buildings) Parish Council Survey. Members agreed not to complete the survey as it was felt nothing positive would be achieved to carry out this exercise.

52/18	General Data Protection Regulations: Revise time period for retention of documents for Planning and Grant applications agreed as 6 years following further information received.
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53/18.	CLLrs. report and items for future agendas: Vehicle Activated Sign.
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Meeting closed at 8.10 pm.

Correspondence circulated not requiring decision.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Weekly Neighbourhood Watch reports.
The Government has published a technical consultation on the 2019/20 local government finance settlement . The consultation covers: The final year of the four-year settlement offer; Reflecting business rates retention pilots; The new homes bonus in 2019/20 and potential future reform; Council tax referendum principles; Dealing with 'Negative revenue support grant' in 2019/20. The deadline for responses is 18 September 2018. WDC would like to encourage you to respond to the Government's consultation and let us know your comments. Emailed to members 26.07.18.
The 'Wychavon Village of Culture 2019' competition is now open! The competition is to promote and increase the impact of culture in the district. Villages are encouraged to develop programmes which can include a mixture of visual arts, literature, music, theatre, heritage, sports and more. Programmes will need to reach a wide variety of audiences, lead to a lasting social impact and create a legacy for the area. The winning area will be awarded £5,000, with two runners up receiving £1,000 each, to deliver their programme during 2019. To apply, areas need to submit an online expression of interest form to us by 21 September 2018. To access the form and for more information please visit www.wychavon.gov.uk/village-of-culture
Draft Strategic Housing Land Availability Assessment (SHLAA) 2018
The National Planning Policy Framework (NPPF) requires Councils to prepare and keep up-to-date a SHLAA to

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understand the availability of land for potential future development in their area. The SHLAA is a technical assessment to see whether land could be developed, not whether land should be developed.

The main outputs of this SHLAA are to:

- Identify locations with potential as reserve housing sites in accordance with Core Strategy Policy CS.16;
- Assess the potential and capacity of sites by analysing their suitability, availability and achievability;
- Identify constraints to the implementation of specific sites; and
- Assess when specific sites are capable of being developed if required.

Because this SHLAA is being used to inform the selection of reserve housing sites, the focus of this SHLAA is on locations established in Core Strategy Policy CS.16; namely, Stratford-upon-Avon, Main Rural Centres, Local Service Villages outside the Green Belt and large freestanding sites. It does not cover other settlements or small Greenfield sites in open countryside. Neither does it cover urban and rural brownfield sites because the principle of their redevelopment may be appropriate in any case.

These documents can be opened using the following link: www.stratford.gov.uk/shlaa18.

The deadline for submitting comments is Friday 14 September. Please email policy.consultation@stratford-dc.gov.uk should you require any clarification. Email forwarded to members: 16.08.18.

South Worcestershire Development Plan Review - Development Boundary Review - Proposed Methodology Consultation Monday 20th August to 5pm Monday 8th October 2018

The South Worcestershire Councils (SWCs) are doing a review of the South Worcestershire Development Plan (SWDP). The South Worcestershire Development Plan Review (SWDPR) Issues and Options consultation, scheduled for November-December 2018, will seek views on whether a Development Boundary Review is necessary and appropriate. Work on the Development Boundary Review process as part of the SWDPR is subject to support in the Issues and Options Consultation. At this stage, the SWCs are consulting on the proposed methodology for the Development Boundary Review, including the assessment of existing Development Boundaries and identification of new Development Boundaries.

The National Planning Policy Framework (NPPF) at Paragraph 68 supports the promotion of a good mix of housing sites, including through the support of windfall housing developments, and affords "great weight to the benefits of using suitable sites within existing settlements for homes".

Responses should be made using the Comments Form and returned no later than 5pm on Monday 8 October 2018: by post to South Worcestershire Development Plan Team, Civic Centre, Queen Elizabeth Drive, Pershore, WR10 1PT; or by email to contact@swdevelopmentplan.org

The proposed methodology and Comments Form is available on the SWDP website -

http://www.swdevelopmentplan.org/?page_id=14088 Full email forwarded to members: 22.08.18.

Appendix 1 Minute No: 1

Payments authorised for payment 10th September 2018.

V: No:	Chq. No.	Reason	Income	VAT	TOTAL
R18-5	-	New homes Bonus grant.	4330.00		
R18-2	-	Worcestershire County Council (P/L)	425.00		
P18-24	1070	Grant WW1 Commemorative project.		N/A	200.00
P18-25	1071	Neighbourhood Plan Consultant		135.00	810.00
P18-26/32	1072/3/9	Administration costs		2.73	732.88
P18- 27	1074	Village Hall Hire.		N/A	27.50
P18-28	1075	Lengthsman work.		N/A	425.00
P18-29	1076	Play area/Village Pool maintenance		N/A	775.50
P18-30	1077	Grant Lenches Club		N/A	5330.00
P18-31	1078	Cheque cancelled.		N/A	0.00
TOTAL			4755.00	137.73	8300.88

AC Summary.

South Lenches Parish Council				
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	Receipts/ Payments	Budget 2018/19	Under/Over Spend	% Spent
Receipts				
Precept	5197.00			
WCC re P/L	764.00			
VAT Refund	1306.65	0.00		
NHB Lenches Club	4330.00	0.00		
Groundwork UK	4750.00			
Other receipts	0.00	0.00		
Total	16347.65	0.00		
Payments				
Salary (Inc PAYE + NI)	1289.60	4000.00	2710.40	32%
Clerk expenses	53.51	220.00	166.49	24%
Admin	143.62	200.00	56.38	72%
Training	0.00	100.00	100.00	0%
Insurance	330.00	400.00	70.00	83%
Subscriptions	363.98	400.00	36.02	91%
Audit Fees	159.90	200.00	40.10	80%
Grants	200.00	2000.00	1800.00	10%
RRR	0.00	100.00	100.00	0%
Village Pool	0.00	600.00	600.00	0%
Play area	455.75	4000.00	3544.25	11%
NP+Cl.Sal/Exp	87.04	500.00	412.96	17%
Maintenance	0.00	50.00	0.00	0%
Contingency	150.00	1500.00	1350.00	10%
Parish Lengthsman	0.00	500.00	500.00	0%
Defib	0.00	50.00	50.00	0%
Projects 2018	0.00	500.00	500.00	0%
Transfer to reserves	0.00	0.00	0.00	0%
TOTAL	3233.40	15320.00		
WCC PL	425.00	2039.00	1614.00	21%
VAT to recover	662.49	0.00	0.00	
NHBS (VAS)	0.00	110.00	110.00	0%
NHBS (BT Kiosk)	0.00	1200.00	1200.00	0%
WDC (NP)	2262.68	5000.00	2737.32	45%
Groundwork UK	675.00	4750.00	4075.00	14%
TOTAL	7258.57	13099.00		

Treasurers Account	
01.04.18	7763.73
Income received	16347.65
Minus payments	-7258.57
Total	16852.81
Bank statement to 31.08.18	16852.81
minus unrepresented cheques	0.00
Total	16852.81

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Minus NHB VAS	-110.00		
Minus NHB BT Kiosk	-1200.00		
Minus WDC NP	-2737.32		
Minus Groundwork UK	-4750.00	Business Instant Access AC	20627.80
	8055.49		

Appendix 2: Neighbourhood Plan report.

SLNP Chairman's Report to South Lenches Parish Council meeting 10th September 2018.

I am pleased to report that following the successful village walk in a communications exercise with Vice Chair and Planning Consultant, we revisited many of the proposed green spaces and valued landscapes and made a number of adjustments and deletions.

Subsequently, the all important Character Assessment is now almost completed and currently working through the proof-reading being done by committee members.

Some gaps in the Sheriffs Lench observation were spotted in this process and the Sheriffs Lench committee member and I have carried out a further short walk-through exercise to tidy this up. She is arranging photographs of missed Valued Landscapes as light permits.

The main body of the Plan has been submitted to the Planning Consultant and they have made recommendations for improved formatting against existing examples from completed Plans which I am steadily working on.

This continues to be a time consuming exercise - especially the need to footnote and index all references, but progress is slowly being made.

It was encouraging to see the rejection of the Paddock proposals and the strength of the village objections reinforced the 2016 survey opinions against backfill and development outside of the Development boundary lines.

Wychavon District Council is currently seeking applications for development land as part of a new Strategic Housing Land Assessment. I would be very surprised to see any change in their approach to the housing needs in Church Lench.