

SOUTH LENCHES PARISH COUNCIL.

Draft Minutes of the Full Parish Council meeting held in Church Lench Village Hall, Church Lench on Monday November 13th 2023 at 7.00 pm.

Present: Cllrs. Mr. Seabourne, Mrs. Buxton, Mrs. Tyrell, Mrs. Hodges, Mr. Worrall, and Dr. Murray.
In attendance: Parishioners x 4 and Clerk, Mrs. Holland.

36/23 Apologies: Cllr. Mr. Hailwood, reason accepted by Council, and District. Cllr. Mr. Hurdman.

37/23 Interests/ Dispensations: Nil declared.

Public Question Time: Meeting suspended at 7.05pm, reconvening at 7.20 pm. Notes attached to the minutes.

38/23 District Cllr. Report: Cllr. Mr. Hurdman reported: The South Worcestershire Development Plan has now been submitted to for review. Adoption is hoped to be late 2024. The second round of funding for the rural grant is open, so far we have given out £86,000 there will be further rounds in 2024. If you have any projects that you feel would benefit the village it would be worth applying.

39/23 Minutes: Resolved by all present that the minutes of the Ordinary Parish Council meeting held on the 11.09.23 be approved.

40/23 Clerk's report:

- a) Councillor Training Sessions: Courses available to assist Councillors in their role.
- b) Planning Communities Together event for Parish and Town Councils, 23 November 2023 at the Civic Centre, Pershore from 6.30pm to 8.30pm.
- c) D-Day Landings, June 2024, 80th Anniversary of the D Day landings. Worcestershire CALC have been asked to circulate the information to all parishes to encourage a national remembrance of the sacrifices made.
- d) Fencing Plot 1 of Sheriffs Lench Observatory: Landowner is now asking officially, that the Twoland Ltd. Representative, complies with fencing Plot 1 of the Observatory, Sheriffs Lench, without this being done, it makes the selling of the remaining retained land difficult. The owners intend to visit the Observatory in the near future, to meet up with the Twoland representative, to inspect the dilapidation of Plot 1's building. This correspondence has been copied to South Lenches Parish Council, to record that the Landlord is still taking an interest in the Observatory site, as part of the hamlet's environment.
- e) Play Bark: Ordered.
- f) Road Closure:(C2022 Broad Lane to Rous Lench, South Lenches) (Temporary Closure) Order 2023.To close that part of C2022 Broad Lane to Rous Lench from its junction with U43605 Abbots Lench Lane to its junction with C2022 The Green. Reason: Carriageway patching by WCC. Maximum duration: 18 Months. Anticipated duration: 2 days between 11 December 2023 and 22 December 2023.

41/23 Cllrs reports.

- a) Pool/Play area: Cllr. Mr. Seabourne reported that the Bark has been spread.
- b) Neighbourhood Plan: Cllr. Mrs. Hodges reported that the current plan is being reviewed by the Consultants. The Steering Group need to have 7 members to include the Parish Council representatives x 2 and remaining members from the community that will assist in the Neighbourhood Plan process.
- c) Data VAS: Remains the same as previous recording of 34-35 mph. Clerk reported that the sign was not working at present – Cllrs. Mr. Seabourne and Dr. Murray to investigate.
- d) Assets Report: Cllr. Mrs. Tyrell reported that the back of the Grit Bin box, The Croft requires taping.

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42/23	Council Matters:
42.1	<u>Facebook Policy:</u> Cllr. Dr. Morgan to email the Clerk with details.
42.2	<u>Defibrillator:</u> a) Cllr. Mrs. Tyrell reported that the lock is broken, and the cabinet is rusty. Reported to The Circuit who inform the ambulance service that the machine is not in action at present. b) <u>Purchase of a new cabinet:</u> Droitwich AED have a DefibSafe2cabinet in stock for a donation of £375 plus £9.95 delivery, normal price £624. Cllr. Mrs. Tyrell will inquire with Rous Lench Parish Council, who have a box for sale, to find out the type and suitability of the cabinet.
42.3	<u>The following procedures were reviewed and accepted:</u> Disciplinary Procedure; Grievance Procedure and Training & Development Policy.
42.4	<u>Bus Shelter, Church Lench:</u> Cllr. Mr. Seabourne reported that the documents required are still waiting from the landowner.
42.5	<u>Fly Tipping Update:</u> Still occurring, especially on Hipton Hill. Cllr. Mrs. Buxton reported that Worcestershire County Council may have some idea of who the culprits are.
42.6	<u>Lenches Website Village Calendar:</u> It was agreed by all that the Council would not take ownership of the Calendar. Organisations to be encouraged to use the Lenches Facebook page which has an Events Tab.
42.7	<u>Lenches Amphitheatre Project:</u> a) Cllr. Mr. Seabourne reported a Rural Shared Prosperity Fund of £19,000 has been allocated to the Amphitheatre Project. The Parish Council will be carrying out a Public Work Consultation to raise the Precept to apply for a Loan of £10,000. If the applications are successful this will enable a roof to be placed over the amphitheatre for weatherproofing, use of the downstairs room to get watertight. Once the building is watertight and the Amphitheatre complete any further enhancements will be the responsibility of the Lenches Recreation & Social Club. b) Cllr. Mr. Seabourne to circulate to members the wording of the Public Works Loan Board consultation document which will be distributed to each household in the Parish over a period of a month. Members discussed how the documents could be collected. Decision to be made shortly.
43/23	Finance & General Purposes Group. Notes received and the following considered:
	Resolved to adopt the reviewed policies: a) <u>Health & Safety:</u> No changes. b) <u>Staffing Committee:</u> Duly accepted the changes to the previous policy.
44/23	Financial Matters.
44.1	a) Resolved to approve payments and bank reconciliation to 31.10.23. b) Cllr. Mrs. Hodges approved and signed bank reconciliation figures.
44.2	Draft budget figures considered.
44.3	<u>Balances & Reserves Policy:</u> Policy revised.
44.4	<u>Asset Register/Risk Assessment Log:</u> Noted.
45/23	Planning Matters.
45.1	<u>Applications dealt with by delegation duly noted:</u> a) <u>W/23/01714/CLE</u> Rookery Farm, Ab Lench Road, Ab Lench. Proposal: Certificate of Lawfulness for the existing use of the Building, as part of this application, as an independent dwelling. Comment: View: https://plan.wychavon.gov.uk/Planning/Display/W/23/01714/CLE b) <u>W/23/01926/PIP</u> Orchard Cottage, Malthouse Lane, Church Lench. Proposal: Permission in principle for the construction of 1 no. bungalow. Comment: The proposed plot is very small, and it seems unlikely that sufficient space can be reserved for vehicle parking and turning. Taking space away from the adjoining Orchard Cottage will also compromise potential parking

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	and turning space for that property, thus aggravating the existing traffic issues in Malthouse Lane. Permission: Refused. c) <u>W/23/02048/HP</u> Windfall Barn, Evesham Road, Church Lench. Proposal: Proposed extensions to independent garage. Comments: Nil. Permission: Granted. d) <u>W/23/01835/FUL</u> Lower Barn Farm House Ab Lench. Proposal: Construction of two dwellings to replace agricultural building – variation of condition 2 on planning permission 21/00466/FUL repositioning of dwelling to screen neighbouring land. Comments: South Lenches Parish Council has no comment in relation to the repositioning of the dwelling to screen neighbouring land as long as the neighbouring owner/s are in agreement. Permission: Granted.
45.2	<u>Correspondence received from the Planning Authority:</u> a) <u>W/23/01137/CLE</u> Hill Barn Orchard, Evesham Road, Church Lench. Proposal: Application for Lawful Development Certificate for Existing Use - Occupation of dwelling in breach of condition 4 of planning approval W/872/79 (agricultural occupancy condition). Permission: Refused. b) <u>W/23/01499/FUL</u> – The Lenches Club, Ab Lench Road, Ab Lench. Proposal: Proposed extension of terrace area incorporating new access ramp; new bi-fold doors to main bar area; new double doors to lounge area. Permission granted.
45.3	<u>Neighbourhood Plan Correspondence</u> received in regard to a Planning decision document, where an inspector nullified the Neighbourhood Development Plan in Baldwins Gate. Parish Councils who have a Neighbourhood Plan in place have been asked to respond to their local MP. It was agreed to respond to Mr. Huddleston, MP, asking for support to intervene in this case, at Baldwins Gate Farm, as its sets a dangerous precedent that undermines all adopted Neighbourhood Plans in the constituency. Agreed by all that Cllr. Mrs. Hodges write a draft letter to be reviewed by members prior to being sent to Rachael McClean, MP.

Meeting closed at 9.00pm.

Public Question Time:

- a) *The Parish Council were very sorry to hear of the sad loss of Melvyn Shore. He was a member of the Parish Council for many years, 2017-2021 were as Chairman.*
- b) *Farm Lane: Rainwater running off into a property, damage to the road surface. Cllr. Mrs. Buxton to contact Highways Officer.*
- c) *Atch Lench Road: Manhole cover frequently leaking sewerage running onto the footpath used by children/walkers running into the Brook. Cllr. Mr. Worrall to contact the Environmental Department.*
- d) *Member of the Amphitheatre Group would like to communicate with the Parish Council over the wording in the consultation document to be delivered to each household in the South Lenches area. Chairman replied that the wording will be decided by the Parish Council. Before distribution the draft document will be shared with the Lenches Social Recreation Club LSRC as a matter of courtesy and to correct any factual or glaring errors.*

Payments for authorisation.

Ref.No	Payee	Details	Net	VAT	TOTAL
	Clerk	Salary and expenses.	778.61	0.00	778.61
	HMRC	PAYE and NI	200.23	0.00	200.23
	Gravelmaster Ltd	Bark - Play area.	223.33	44.67	268.00
	Worcestershire CALC	Training (Cllr. Buxton)	30.00	6.00	36.00
	A&R Hedge Cutting Services	Spreading Bark - Play area.	80.00	0.00	80.00
	Lenches Sports & Recreation Club	Annual lease Play area.	1.00	0.00	1.00
TOTAL			1313.17	50.67	1363.84
Receipts.					
R23-8	Worcestershire County Council	Lengthsman July 23	272.00	0.00	272.00
R23-9	Wychavon District Council	Precept.	6235.00	0.00	6235.00

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R23-10	Groundwork UK	Grant Neighbourhood Plan	9975.00	0.00	9975.00
			16482.00	0.00	16482.00

Payments already made on behalf of the Parish Council

P23-37	Giff Gaff	Monthly mobile sim	5.00	1.00	6.00
P23-38	P. Skeys	Lengthsman August 23	272.00	0.00	272.00
P23-39	Church Lench Village Hall	VH Hire 23/24 - 3	17.00	0.00	17.00
P23-41	A&R Hedge Cutting Services Sept	Pool/Play Contract	90.00	0.00	90.00
P23-42	Parts Play area/Stationery	Withdrawal ATM	50.00	0.00	50.00
P23-43	P. Skeys	Lengthsman September 23	272.00	0.00	272.00
P23-44	Giff Gaff	Monthly mobile sim	5.00	1.00	6.00
P23-45	LSRC CLG 2-23	Amphitheatre	4879.67	0.00	4879.67
P23-46	Microsoft	Annual fee	59.99	0.00	59.99
P23-47	A&R Hedge cutting Services (Oct)	Pool/Play Contract	90.00	0.00	90.00
P23-48	P. Skeys	Lengthsman October 23	272.00	0.00	272.00
	TOTAL		6012.66	2.00	6014.66

Summary of Accounts.

South Lenches PC	Budget 23-24	Actual budget	Received	
Precept	12471.00	12471.00	12471.00	
WCC re P/L	2,350.00	2,461.64	1088.00	
WDC Coronation grant	0.00	0.00	215.00	
Groundwork UK	0.00	0.00	9975.00	
VAT Refund 22-23	500.00	3200.14	3200.14	
Other	0.00	0.00	15.33	
Total	15321.00	18132.78	26964.47	
Staff costs	5660.00	2709.27	2950.73	48%
Admin + Cl Exp costs	500.00	418.87	81.13	84%
Training	200.00	30.00	170.00	15%
Subscriptions	614.00	492.73	121.27	80%
Insurance	420.00	410.33	9.67	98%
Auditor Fees	805.00	604.90	200.10	75%
Grants/Donations	500.00	0.00	500.00	0%
Contingency	136.50	50.00	86.50	37%
Website	250.00	228.00	22.00	91%
Newsletter	300.00	0.00	300.00	0%
Contractor maintenance	1080.00	630.00	450.00	58%
Annual Inspection	82.50	82.50	0.00	100%
Maintenance Assets	500.00	25.25	474.75	5%
Defib maintenance	500.00	0.00	500.00	0%
Neighbourhood Plan	700.00	140.00	560.00	20%
Litter Bin	175.00	175.49	-0.49	100%
Projects Play/VAS Battery	500.00	0.00	100.00	0%
WCC PL	2461.64	1632.00	829.64	66%
P/L PC contribution	816.00	238.00	578.00	29%
VAT to recover	500.00	384.64	115.36	77%
TOTAL	16700.64	8251.98	8048.66	

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WCC Cllr VAS + NHB VAS	412.50	0.00	412.50	0%
CLG	10285.69	10285.69	0.00	
Groundwork UK	9975.00	0.00	9975.00	
Coronation Grant	320.83	320.83	0.00	100%
Cil payment	2.77	0.00	2.77	
TOTAL	20996.79	18858.50	18436.16	

Treasurers Account

01.04.23 12146.88

Income received 26964.47

Payments 23-24 -18858.50

Total 20252.85

Bank Statement 30.10.23 20342.85

Minus payment not cleared -90.00

20252.85

Current A/C: £9862.58

Reserves A/C: £1,868.23

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