

SOUTH LENCHES PARISH COUNCIL.

Minutes of the Full Parish Council meeting held in Church Lench Village Hall, Church Lench on Monday September 11th 2023 at 7.05 pm.

Present:	Cllrs. Mr. Seabourne, Mrs. Buxton, Mrs. Tyrell, Mrs. Hodges, Mr. Worrall and Mr. Hailwood. <u>In attendance:</u> Parishioners x 19 and Clerk, Mrs. Holland.
26/23	Apologies: Received from Cllr. Dr. Murray. Reason for absence accepted and approved. District Cllr. Mr. Hurdman.
27/23	Interests/ Dispensations: Nil declared.
Public Question time: Notes appended to the Minutes. Meeting suspended at 19.05 reconvening 19.40.	
28/23	District Cllr. Report: Re: Fly tipping around Hipton Hill. Raised this with the Environment Officers and will also mention it at the Rural Advisory Meeting next week.
29/23	Minutes: Proposed by Cllr. Mr. Hailwood, seconded by Cllr. Mrs. Hodges and resolved that the minutes of the Ordinary Parish Council meeting held on the 10.07.23 approved.
30/23	Clerk's report: a) <u>Sheriffs Lench Vehicle Activated Sign:</u> Cllr. Mrs. Buxton has been given details of the machine by the Highways Officer. To date the machine data shows that speeds vehicle are slower. b) <u>Wychavon Area CALC meeting:</u> Cllr. Mr. Seabourne to attend via Zoom on 19 th September 23. c) <u>Community Risk Management Plan Consultation:</u> Completed by Chairman on behalf of the Parish Council. d) <u>Councillor Training sessions:</u> Cllr. Mr. Hailwood to attend Councillor session 21 st November 2023. e) <u>Traffic, Atch Lench:</u> Parishioner raised concerns re the type of large vehicles travelling through the Village. A site visit has been requested with the Highways Officer. f) <u>Forest of England:</u> Councillors are being invited to attend a walkabout on the 5 th October in Sheriffs Lench.
31/23	Cllrs reports. a) <u>Pool/Play area:</u> Cllr. Mr. Seabourne reported that was all satisfactory. Play bark is out of stock at present. b) <u>Neighbourhood Plan:</u> Cllr. Mrs. Hodges reported that she has been in contact with Planning Consultant. Waiting on information to apply for the Neighbourhood Plan Grant. It has been advised that the Parish Council submits housing site allocations in its Neighbourhood Plan as it is highly likely that when the South Worcestershire Development Plan is published that a site is allocated. Group to look at possible sites in the area. Time frame to Regulation 14 is proposed as March/April 2024. c) <u>Data VAS:</u> Nil received.
32/23	Council Matters:
32.1	<u>Facebook:</u> a) Cllr. Mr. Hailwood reported that 583 people have a presence on the site and 520 are engaging. b) <u>Facebook Policy:</u> Deferred to November meeting. c) Council Logo agreed.
32.2	<u>Amphitheatre project:</u>

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	<p>a) <u>Revised budget received</u>, duly noted. Cllr. Mr. Seabourne reported that the building adjacent to the amphitheatre site is yet to be completed at a cost of £34,000. The LSRC members are applying for two grants from the District Council - £25,000 from the Rural Prosperity Fund and £19,000 from the levelling Up Fund, which is conditional on the Parish Council applying for a Public Loans Work grant of £10,000.</p> <p>b) <u>Public Works Loan Board</u> information received, duly noted.</p> <p>c) <u>To consider consulting residents on taking out a Public Works Loan</u>: Following a lengthy discussion it was proposed by Cllr. Mrs. Tyrell, seconded by Cllr. Mr. Hailwood that the Council consults with the residents. Resolved by a vote of four members in favour of the consultation with 2 abstaining from the vote. Cllr. Mr. Seabourne was asked for an update on electric vehicle charging point and the bike rack that was part of the original Amphitheatre application.</p>
33.3	<u>Bench/Plaque for Coronation</u> : Has been delivered to the School.
33.4	<u>Bus Shelter update</u> : Works now completed. Waiting on a building certificate and the cost of the work for insurance. Parish Council will be responsible for maintenance. Owners of the property, that the Shelter sits on, were thanked by the Council for the work carried out.
33.5	<u>Parish Lengthsman Risk Assessment</u> : Approved.
33.6	<u>Fly tipping</u> : Cllr. Mrs. Buxton to contact Highways Officer re issue at Hipton Hill.

34/23	Financial Matters.
34.1	Resolved to approve payments and bank reconciliation to 08.09.23.
34.2	Resolved to vire from the contingency budget heading to the audit budget the sum of £305.
34.3	<u>Balances & Reserves Policy</u> : Policy revised.
34.4	<u>External Auditor report 2022/23</u> : Information supplied in accordance with proper practices. Note that the Public Rights Notice supplied was inaccurate; for future reference the auditor accounts for 2024/25 assertion 4 on the Annual Governance Statement the 23/24 column must be altered to 'No'.
34.5	<u>Asset Register</u> : Document revised, to be updated when costs of Bus Shelter known.

35/23	Planning Matters.
35.1	<p><u>Applications dealt with by delegation</u> duly noted:</p> <p>a) <u>W/23/01252/HP</u> - Windfall Barn, Evesham Road, Church Lench. Proposal: Proposed independent rear garden room. Comments: Nil. Permission granted.</p> <p>b) <u>W/23/01570/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). Comments: Nil.</p> <p>c) <u>Street Trader application</u>: No comment.</p>
35.2	<p><u>Correspondence received from the Planning Authority</u>:</p> <p>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.</p> <p>b) <u>W/23/0118/FUL</u> Hill View Farm, Low Road, Church Lench. Proposal: Demolition of existing agricultural buildings and replacement Agricultural Building (Variation of Condition 2 Ref: 18/02015/FUL). Permission: Granted.</p>
35.3	<p><u>To consider commenting on the following notification of a Planning Appeal</u>:</p> <p>Planning Inspectorate Ref: APP/H1840/W/23/3319030 – Lenches Self Storage Ltd. The Hangar, Badgers Hill, Sheriffs Lench. Proposal: Removal of the existing two-bedroom static home and former commercial building and replacement with a Live/Work unit. Comments: The traffic to the facility is negligible and does not to date create a problem at the top of Badgers Hill. It is understood that the facility is used long term and that the proposed increase in the number of storage units will inevitably lead to increased traffic from customers accessing the site. The</p>

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	impact will be at the junction with Hill Furze Road/Badgers Hill, where visibility can be reduced by dense vegetation and overhanging trees. However, if the site owner can keep the Hill Furze Road / Badgers Hill junction trees and hedges trimmed back this should not be an issue.
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Meeting closed at 9pm.

Signed by the Chairman:**Dated: 13th November 2023.**

Public Question Time: Discussion took place on the proposed development of 19 houses along Low Road and the procedure of what to expect when the application is discussed at the Planning Committee Meeting, at Wychavon District Council on Thursday.

Summary of Accounts.

South Lenches Parish Council -				
	Agreed Budget 23-24	Actual budget	Received	
Precept	12471.00	12471.00	6236.00	
WCC re P/L	2,350.00	2,461.64	816.00	
WDC Coronation grant	0.00	0.00	215.00	
Groundwork UK	0.00	0.00	0.00	
VAT Refund 22-23	500.00	3200.14	3200.14	
Other	0.00	0.00	15.33	
Total	15321.00	18132.78	10482.47	
Staff costs	5660.00	1806.18	3853.82	32%
Admin + CI Exp costs	500.00	279.13	220.87	56%
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	500.00	604.90	-104.90	121%
Grants/Donations	500.00	0.00	500.00	0%
Contingency	441.50	50.00	391.50	11%
Website	250.00	228.00	22.00	91%
Newsletter	300.00	0.00	300.00	0%
Contractor maintenance	1080.00	450.00	630.00	42%
Annual Inspection	82.50	82.50	0.00	100%
Maintenance Assets	500.00	0.00	500.00	0%
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 area/VAS Battery	500.00	0.00	100.00	0%
WCC PL	2461.64	1088.00	1373.64	44%
P/L PC contribution	816.00	238.00	578.00	29%

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VAT to recover	500.00	382.64	117.36	77%
TOTAL	16700.64	6457.90	9842.74	
WCC Cllr VAS + NHB VAS	412.50	0.00	412.50	0%
CLG	10285.69	5406.02	4879.67	
Groundwork UK	0.00	0.00	0.00	0%
Transfer from reserves	0.00	0.00	0.00	
Coronation Grant	320.83	320.83	0.00	100%
CiL payment	2.77	0.00	2.77	
TOTAL	11021.79	12184.75	15134.91	

Treasurers Account

01.04.23	12146.88
Income received	10482.47
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Payment 23-24	12184.75
Total	10444.60
Minus WCC Cllr VAS	-412.50
Minus CLG	-4879.67
Minus Cil	-2.77
	5149.66
Business Instant Access AC	£1,868.23

Payments for authorisation.

Ref.No	Payee	Details	Net	VAT	TOTAL
	Clerk	Salary and expenses.	750.66	0.00	750.66
	HMRC	PAYE and NI	200.43	0.00	200.43
TOTAL			951.09	0.00	951.09
Receipts received.					
R23-6	Worcestershire CC	Lengthsman May 23	272.00	0.00	272.00
R23-7	Worcestershire CC	Lengthsman June 23	272.00	0.00	272.00
			544.00	0.00	544.00

Payments already made on behalf of the Parish Council

P23-29	A&R Hedge Cutting Services (July 23)	Maintenance Play/Pool	90.00	0.00	90.00
P23-30	Mobile phone	Monthly sim.	5.00	1.00	6.00
P23-31	Planet (Evolving Together)	Neighbourhood Plan.	140.00	28.00	168.00
P23-32	P. Skeys July 23	Parish Lengthsman	272.00	0.00	272.00
P23-33	PKF Littlejohn LLP	External Auditor	420.00	84.00	504.00
P23-34	A&R Hedge Cutting Services (August 23)	Maintenance Play/Pool	90.00	0.00	90.00
P23-35	Wychavon District Council	Election expenses.	50.00	0.00	50.00
			1067.00	113.00	1180.00