

SOUTH LENCHES PARISH COUNCIL.

Minutes of the Full Parish Council meeting held in Church Lench Village Hall, Church Lench on Monday January 8th 2024 at 7.00 pm.

Present: Cllrs. Mr. Seabourne, Mrs. Buxton, Mrs. Tyrell, Mrs. Hodges, Mr. Worrall, Mr. Hailwood and Dr. Murray. In attendance: Parishioners x 3 and Clerk, Mrs. Holland.

46/23 **Apologies:** Cllr. Mr. Hailwood, reason accepted by Council, and District. Cllr. Mr. Hurdman.

47/23 **Code of Conduct: Interests/ Dispersations:** Nil submitted.

48/23 **Presentation from Rural Planning Ltd:** Will be submitting an application for a change of use to property, Little Acre, Church Lench. Family wish to submit a change of use re the holiday let for personal reasons which were explained to members. Once an application is received the Council would respond accordingly.

Public Question Time: Nil.

49/23 **District Cllr. Report:** Cllr. Mr. Hurdman submitted a written report: Apologies I'm not going to make the meeting tonight. The Wychavon Community Legacy Grant opens today. They're aimed at innovative, ambitious capital projects that will benefit the community. All details are on the Wychavon website as of today.
The Heart of England Forest are helping an initiative for community orchards. Through the Trees Call To Action Project (TCAP), Wychavon District Council and the UK Shared Prosperity Fund partnered with The Heart of England Forest are offering Wychavon Community Groups & Schools, trees to plant an Orchard.
Orchard planting will be supported by TCAP officers, who offer free advice and guidance throughout the process. If you are a Community Group or School who may have space for an Orchard and you would like to know more about this offer or if you are considering a community or large-scale tree planting project, please get in touch. For tree planting advice in your community, please contact our team: TCAP@heartofenglandforest.org
You can find out more about the Trees Call To Action Project here: <https://bit.ly/3QNALQW>

50/23 **Minutes: Resolved** by all present that the minutes of the Ordinary Parish Council meeting held on the 13.11.23 be approved.

51/23 **Clerk's report:**
a) Following requests to Worcestershire County Association Local Council, regarding the lack of contact from the Worcestershire County Cllr, Councils can now submit a Councillors Divisional Fund Payment request form for funds towards projects. Any Highway issues to be submitted to the Highways & Transport Officer or to the Head of Transport & Liaison Officer through the Clerk.
b) Road Closure: Proposed Order: to close that part of C2011 Atch Lench Road to Leys Road from its junction with U43609 Farm Lane to its junction with U43610 Chapel Lane. Reason: Drainage Work / Flood Alleviation by WCC. Exemptions: to permit access to any land or premises fronting the highway affected where there is no other form of access; and to allow the works to be undertaken.

52/23 **Cllrs reports.**
a) Pool/Play area: Cllr. Mr. Seabourne reported that contractor has resigned from the post as from the end of December. Two people are interested in taking on the role, a site visit is to be arranged to meet them and show them the 2 sites and work required.
b) Neighbourhood Plan: Cllr. Mrs. Hodges reported that a new Steering Group has been set up. Meeting to be arranged shortly. In contact with the appointed consultants.

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	c) <u>Defibrillator</u> : Cllr. Mrs. Tyrell reported that the Electrician will be installing the cabinet free of charge by the end of January. Cllr. Mrs. Tyrell to confirm date of expiry of the battery.
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53/23	Council Matters:
53.1	<u>Bus Shelter, Church Lench</u> : Cllr. Mr. Seabourne reported that the structure has now been insured. To follow up with the householder paperwork requested.
53.2	<u>Lenches Amphitheatre project update</u> : Cllr. Mr. Seabourne reported that the results of the Public Works Loan Board consultation vote with parishioners to provide further funding for the Amphitheatre Project through a Public Works Loan Board Loan for £10,000 over a period of 10 years repayable through parishioners Council Tax are: 139 households responded - 78 voted NO, 58 voted YES, and there were 3 spoiled papers. The Parish Council will therefore not apply for the loan.
53.3	<u>Replacement of Pandora Vehicle Activated Sign</u> : The battery is no longer working. It was proposed and agreed by all to ask Highways if the Council could replace the sign with two Elan City machines to be sited in Low Road and Evesham Road on a permanent basis. Clerk to contact the Highways Officer to see if County Cllr Divisional Grant funding can be obtained towards the purchase. It was also asked if funding towards a bench for the Bus Shelter in Main Street be requested.
53.4	<u>Defibrillator</u> : It was agreed to provide training on the use of the Defibrillator and Resuscitation. Cllr. Mrs. Hodges to find out further information.

54/23	Financial Matters.
54.1	a) Resolved to approve payments and bank reconciliation to 30.12.23. b) Resolved to transfer from the Business A/C £150 to Administration/Expenses budget. c) Resolved to vire from Maintenance of Assets £100 to VAT payments budget. d) Cllr. Mrs. Hodges approved and signed bank reconciliation figures.
54.2	<u>Asset Register</u> : Revised due to additional cost of insuring new bus shelter; Pandora Vehicle Activated Sign removed as no longer working.
54.3	<u>Balances & Reserves Policy</u> : Policy to be revised at the March meeting.
54.4	<u>Budget</u> : Following discussion it was proposed by Cllr. Mr. Worrall, seconded by Cllr. Mr. Hailwood and resolved by all to set the budget for 2024-25 as £13460, an increase of 7.4%.

55/23	Planning Matters.
55.1	<u>Applications dealt with by delegation duly noted</u> : a) W/23/02448/CLE Hill Barn Orchard, Evesham Road, Church Lench. Proposal: Agricultural dwelling and implement shed. (Removal of condition 4 of W/872/79/0. Comments : Nil.
55.2	<u>Correspondence received from the Planning Authority</u> : a) W/23/01714/CLE 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. Application withdrawn.
55.3	<u>Notification of Planning Appeal</u> : W/22/02694/FUL The Observatory, Sheriffs Lench. Proposal : Conversion of Observatory in.to a single dwelling house. Following discussion it was agreed to make further response in regard to the non-compliance of the South Worcestershire Development Plan, proposed site outside the development boundary and traffic issues. Cllr. Mr. Seabourne to submit comments to all Cllrs prior to the Clerk responding further.
55.4	<u>Application approved</u> : W/23/02408/HP Windfall Barn, Evesham Road, Church Lench. Proposal : Proposed extensions to independent garage. Permission granted with 5 conditions.

Meeting closed at 8.45pm.

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Signed by the Chairman:.....**Dated: February 9th 2024**

Payments & Expenses January 24.

Ref.No	Payee	Details	Net	VAT	TOTAL
	Business Services at CAS Ltd.	Insure Bus Shelter	6.62	0.00	6.62
	Clerk	Salary and expenses.	1008.82	0.00	1008.82
	HMRC	PAYE and NI	303.61	0.00	303.61
TOTAL			1319.05	0.00	1319.05
Receipts received.					
R23-11	Worcestershire County Council	Lengthsman October 23	272.00	0.00	272.00
R23-12	Worcestershire County Council	Lengthsman August 23	272.00	0.00	272.00
R23-13	Worcestershire County Council	Lengthsman September 23	272.00	0.00	272.00
			816.00	0.00	816.00

Payments already made on behalf of the Parish Council

P23-49	Worcestershire CALC	Training	30.00	6.00	36.00
P23-50	LSRC	Annual Lease Play area	1.00	0.00	1.00
P23-51	Gravelmaster Ltd	Replacement bark, play area.	223.33	44.67	268.00
P23-52	A&R Hedge Cutting Services	Laying bark	80.00	0.00	80.00
P23-53	Giff Gaff	Monthly mobile sim	5.00	1.00	6.00
P23-54	Planet (Evolving Together)	Neighbourhood Plan	542.50	108.50	651.00
P23-55	Church Lench Village Hall.	Hire of Hall November.	53.00	0.00	53.00
P23-57	Zimprint	PWLB Printing Costs.	33.33	6.67	40.00
P23-58	A&R Hedge cutting Services Nov	Pool/Play Contract	90.00	0.00	90.00
P23-59	P. Skeys	Lengthsman November 23	272.00	0.00	272.00
P23-60	Rous Lench Parish Council	Purchase of Defib Cabinet	170.00	0.00	170.00
P23-61	A&R Hedge Cutting Services Dec.	Pool/Play Contract	90.00	0.00	90.00
P23-61	Giff Gaff	Monthly mobile sim	5.00	1.00	6.00
P23-62	Worcestershire CALC	Training.	60.00	12.00	72.00
	TOTAL		1655.16	179.84	1835.00

Summary of Accounts.

South Lenches Parish Council -			
	Agreed Budget 23-24	Actual budget	Received
Precept	12471.00	12471.00	12471.00
WCC re P/L	2,350.00	2,461.64	1904.00
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	27780.47
Payment 23-24	Budget	Payments	Remaining

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Staff costs	5660.00	3612.36	2047.64	64%
Admin + Cl Exp costs	500.00	557.62	-57.62	112%
Training	200.00	120.00	80.00	60%
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	83.33	53.17	61%
Website	250.00	228.00	22.00	91%
Newsletter	300.00	0.00	300.00	0%
Contractor maintenance	1080.00	890.00	190.00	82%
Annual Inspection	82.50	82.50	0.00	100%
Maintenance Assets	500.00	246.81	253.19	49%
Defib maintenance	500.00	170.00	330.00	34%
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	500.00	0%
WCC PL	2461.64	2176.00	285.64	88%
P/L PC contribution	816.00	238.00	578.00	29%
VAT to recover	500.00	564.48	-64.48	113%
TOTAL	16700.64	10792.55	5908.09	
WCC Cllr VAS + NHB VAS	412.50	0.00	412.50	0%
CLG	10285.69	10285.69	0.00	100%
Groundwork UK	9975.00	542.50	9432.50	5%
Transfer from reserves	0.00	0.00	0.00	
Coronation Grant	320.83	320.83	0.00	100%
Cil payment	2.77	2.77	0.00	100%
TOTAL	20996.79	21944.34	15753.09	

Treasurers Account 01.04.23 12146.88

Income received 27780.47

Payment 23-24 -21944.34

Total 17983.01

Bank Statement 30.12.23 17983.01

Minus WCC Cllr VAS -412.50

Minus Groundwork UK grant -9432.50

8138.01

Business A/C **1875.91**