

SOUTH LENCHES PARISH COUNCIL

Clerk to the Parish Council: Mrs N. Holland. Tel: 07835620613.
Morton Wood Farmhouse, Morton Wood Lane, Abbots Morton. WR7 4LU.
Email: clerk@southlenchesparishcouncil.org
Website: <http://www.southlenchesparishcouncil.org/>

Councillors are summoned to attend an Ordinary Parish Council meeting of South Lenches Parish Council to take place on Monday March 11th 2024 at 7.00pm in Church Lench Village Hall. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration.

AGENDA

1.	To consider apologies and to approve reasons for non- attendance.
2.	Code of conduct: a) Declarations of Interest: with reference to items on the agenda members are reminded of their responsibility to declare interests as defined in the Code of Conduct and to update their Register of Interests held with Wychavon District Council. b) To declare any Other Disclosable Interests in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items. c) Dispensations: to consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote. Requests to be submitted to the Clerk prior to a meeting. (S33 of the Localism Act 2011).
The meeting will be adjourned for Public Question time: The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes.	
3.	To receive reports from County and District Councillors.
4.	Minutes: To approve the minutes of the Extra Parish Council meeting held on held on 09.02.24.
5.	Clerk's report: a) RoSPA Play Safety: Confirmed Annual Play Inspection will take place during March/April. b) Consultation on draft recommendations of divisional boundaries in Worcestershire has begun. Closing date: 18 th March 24. c) Portrait of the King: Ordered for the Village Hall. d) Planning application for the proposed 9 houses, Low Road, Church Lench. District Cllr. Mr. Hurdman has referred the application to the Planning Committee for decision.. e) Report on meeting with Officers from Worcestershire County Council re the Lengthsman database scheme at Evesham Library. f) Worcestershire County Council have secured funding from The Coronation Living Heritage Fund for new community orchards and mini forests in Worcestershire. The Council can offer new planting of community orchards and mini forests at 100% of cost. g) The Community Safety Team from Malvern Hills District Council and Wychavon District

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	<p>Council are offering any parishes and community groups an event on Home and Property Security for around 2 hours during an evening (or potentially a Saturday morning). These events are free for anyone to attend where we will be able to discuss any home and property security concerns and offer advice and provide examples of products and security marking for small items and for bicycles. Anyone interested and if there is a local suitable venue, please do let us know and we can liaise on a venue, date and time. Also available for any parish or community events you may be planning for this year, such as Fetes or shows etc.</p> <p><u>h) Groundwork Grant Funds:</u> Remaining funds to be returned by the 31.03.24.</p> <p><u>i) Internal Auditor:</u> Will issue final report and invoice for internal audit report 2023-24. A new appointment for an Internal Auditor will be required for 2024/25.</p>
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6.	To receive Cllrs reports.
	<p>a) <u>Pool/Play area:</u> (Cllr. Mr. Seabourne).</p> <p>b) <u>Asset Inspection report:</u> (Cllr. Mrs. Tyrell).</p> <p>c) <u>Neighbourhood Plan:</u> (Cllr. Mrs. Hodges).</p> <p>d) <u>Defibrillator:</u> (Cllr. Mrs. Tyrell & Cllr. Mrs. Hodges) re CPR Training.</p>

7.	Council Matters: to consider:
7.1	<u>Bus Shelter, Church Lench:</u> Update (Cllr. Mr. Seabourne).
7.2	<u>Lenches Amphitheatre Project:</u> Update. (Cllr. Mr. Seabourne).
7.3	<p><u>Vehicle Activated Sign replacement:</u> Report from Highway Officer: I've been to both sites and have now raised work orders to replace the posts. If you are having solar powered devices then the posts need to be stronger so an 89mm diameter posts are needed and taller to accommodate the solar panel. The fund allocated to Cllr. Gretton has mostly been used for this financial year with only £750.00 left which won't be enough to add to what you have to purchase one device. They are £2,150.00 with a two-year guarantee. Cllr Gretton had spent the majority of her funds and unbeknown to me until recently, had promised funds to another Parish. There will be new funds available from April.</p> <p>b) <u>Pandora Vehicle Activated Sign</u> replacement cost of 80 Ah battery to fit into existing battery box cost £95.00 + £25.00 carriage + vat.</p>
7.4	<u>Staffing Committee:</u> To appoint member.
7.5	<u>Facebook Policy</u> for adoption.
7.6	<u>To consider length of time to retain the following documents:</u> Old Bus Shelter Documents, Main Street, Church Lench.
7.7	<u>Parish Lengthsman Risk Assessment Documents</u> x 2.
7.8	<u>Review f Risk Assessment Log Parish Council.</u>

8.	Financial matters.
8.1	<p>a) To approve payments and summary of accounts to 26.02.24.</p> <p>b) To vire from Subscriptions budget: a) £70 + £30 from Defib budget to Admin & Expenses£100. Training £10 from Contingency budget and £25 from Subscriptions budget to Newsletter budget.</p> <p>c) Cllr to approve bank reconciliation.</p>
8.2	<u>To consider a Grant Application from Church Lench Parochial Church</u> of £1500 towards costs to replace existing bell ropes.

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8.3	<u>Review of Balances & Reserves Policy.</u>
8.4	<u>Review of Assets Register.</u>
8.5	<u>Internal Auditor:</u> Will finish, issuing the final report and invoice for work carried out by the end of April. 2023-24 will be the Auditor's last year. A new Internal Auditor will need to be appointed for 2024-25.

9.	Planning Matters.
9.1	To consider the following applications: a) <u>W/24/00333/HP</u> Fairview, Abbots Lench. Proposal: Proposed garage building. b) <u>W/24/00326/HP</u> Spitten Cottage, Abbots Lench. Proposal: Proposed garage building. c) <u>W/24/00143/CLE</u> Flat Over Swimming Pool, Rookery Farm, Ab Lench Road, Abbots Lench. Proposal: Certificate of lawfulness for the existing use of building as independent dwelling. d) <u>W/24/00318/CLPU</u> The Bungalowette, Abbots Lench Lane, Ab Lench. Proposal: Application for Lawful Development Certificate for the provision of a twin mobile home (caravan) to provide additional accommodation for family members.
9.2	<u>Notification of planning appeal:</u> Permission in Principle for the construction of 1 no. bungalow. Site at: Orchard Cottage, Malthouse Lane, Church Lench. Any further comments to be submitted by March 13 th 2024.
9.3	To note planning correspondence received: a) Land at (OS 0277 5140), Low Road, Church Lench. Proposal: Outline application for the erection of up to 19 dwellings (including affordable homes) together with associated works, SUD's and landscaping. All matters reserved except for access. Permission refused.
9.4	To consider commenting on the <u>Draft revision of the Harvington Neighbourhood Plan.</u>

10.	Proposed Dates of 2024-25 Meetings, including Annual Parish Meeting: May 13 th Annual Parish Council Meeting; July 8 th ; September 9 th ; November 11 th ; January 13 th and March 10 th 2025. <u>Annual Parish Meeting</u> – To agree a date between the 1 st March and the 1 st June and consider format.
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11.	Confidential Item: To exclude the press and public from the meeting, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion are confidential and related to: a) <u>Appointment of Play/Pool contractor.</u> b) <u>Lengthsman:</u> Renewal of contract for 2024/25, annual review of salary and mileage costs. c) <u>Update re replacement Clerk/RFO.</u>
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Dated: 6th March 2024.

Signed by the Clerk: NK Holland.

Circulation: All members of the Parish Council; District and County Councillors.

Supporting notes to agenda for meeting March 2024.

No:	All documents marked*in One Drive circulated.	Position
	Meeting notes with further information in Dropbox link.	

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Agenda No: 4	Draft Minutes Extra Meeting + Website. *	For approval.
Agenda No: 6b	Asset Inspection report*	For consideration.
Agenda No: 7.5	Facebook Policy for adoption. Waiting on document.	For consideration
Agenda No: 7.7.	Lengthsman Documents x 2.	For consideration
Agenda No: 7.8	Risk Assessment Log SLPC. *	For consideration.
Agenda No: 8.1a	Schedule of Payments + Summary of accounts*	For consideration
Agenda No: 8.2	Grant Application*	For consideration.
Agenda No: 8.3	Balances & Reserves Policy. *	For consideration.
Agenda No: 8.4	Asset Register*	For consideration.
Agenda No: 9.4	Revised Harvington Neighbourhood Plan*	For consideration