

## **SOUTH LENCHES PARISH COUNCIL**

### **DRAFT Minutes of the Parish Council meeting held in Church Lench Village Hall, Church Lench on Monday 8<sup>th</sup> July 2024 at 7pm.**

**Present:** Cllrs. Dr. Murray (Chair), Mrs. Buxton, Mrs. Hodges, and Mr. Worrall.  
In attendance: Clerk, Mrs. Williamson.  
8 members of the public.

**1. Apologies:** Cllrs. Mr. Seabourne, Mr. Hailwood and Mrs. Tyrell - reasons for absence accepted by Council. Apologies also sent from Cllr. Ben. Hurdman (District Councillor).

**2. Interests/Dispensations:**

- a) Register of Interests: Nil declared.
- b) To declare any Disclosable Pecuniary Interests: Nil declared.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature. Nil declared.
- d) To consider dispensations received: Nil received.

**Public Question time:** Liz Nicholson from Stansgate Planning and Sam Taylor from Valla Homes spoke to the Council regarding a pre-enquiry they have submitted to Wychavon District Council to remove the bungalow at Greenlands and build seven 2/3 bed homes, including restoration of the orchard. Councillors asked questions about the development including:

- Would there be public access to the orchard? Possibly.
- What is the motivation to develop here? To increase housing numbers within the planning boundary. The intention is to build high-end properties that would be a great addition to the village.
- Have you considered the local need? It will be open market housing with 1 affordable home.
- Is this back fill or in fill? The site next door (Orchard Close) has set the precedent.

A full planning application is expected to be submitted in the autumn, following the response to the pre-enquiry. Councillors commented that the community will have a strong interest in this proposal and suggested that the developers should hold a meeting in line with the full application and visit the immediate neighbours to the development.

A resident from Ab Lench attended to alert Councillors to issues with overflows from septic tanks, causing sewage fungus in Whitsun Brook. The resident felt the solution was for Severn Trent to install a pump station that residents can connect to. Over the last 5 to 10 years the population in Ab Lench has increased and sewage has increased as a result. The Council was in support of investigating this with Severn Trent. Cllr. Dr. Murray took the action to write to Severn Trent on behalf of the Parish.

Residents from Low Road attended to alert Councillors to noise pollution they are suffering with from motocross, every 3 weeks on a Saturday for 6 hours at a time. Whilst the Council was sympathetic they are limited in what they can do to help. It was recommended that the residents contact Worcestershire Regulatory Services. It was highlighted that this was a historic issue and previously a group of residents had paid for their own solicitor. It was recommended the residents use the Facebook group to see if there was community support.

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| <b>3.</b> | <b>Reports received from County Cllr. District Cllrs. and Police:</b> Report from Cllr. Ben. Hurdman shared.  |
| <b>4.</b> | <b>Minutes:</b> It was proposed by Cllr. Mrs. Hodges, seconded by Cllr. Mrs. Buxton and <b>resolved to approve</b> the minutes of the Annual Parish Council meeting held on 13.05.24.   |
| <b>5.</b> | <p><b>Clerk's report:</b></p> <p>a) The Clerk had provided members with some examples of the Lengthsman's worksheets. Members noted that the worksheets were the same.<br/> <b>Action:</b> Clerk to raise with the Lengthsman.</p> <p>b) The Clerk had sought advice from CALC regarding email policy. The advice was to only keep emails for as long as they are useful.<br/> <b>Action:</b> Clerk to contact the Council's email provider and set up a 365-day email retention on the server.</p> <p>c) Clerk advised members that there are 645 electors in the Parish of South Lenches. Under section 137, up to £10.81 can be spent per elector.</p> <p>d) Clerk updated members that she would use her work mobile phone for South Lenches. Cost would therefore be shared with other Parish Councils, saving South Lenches Parish Council £1.63 per month.</p> <p>e) Clerk updated members that time had not allowed for any progress on funding for VAS applications.</p> <p>f) Clerk informed members that the new Chairman for Wychavon District Council is Cllr. Mark Goodge.</p>  |
| <b>6.</b> | <p><b>To receive Cllrs. reports:</b></p> <p>a) <u>Neighbourhood Plan update.</u> (Cllr. Mrs. Hodges) 2024-25 grant funding application has been submitted, this will be the last remaining funding available from Groundworks (if it is all spent). Other sources of funding will be researched to enable completion of the plan. The draft document should be ready for the Steering Group to review in September. The Steering Group will meet again in September.</p> <p>b) <u>Pool/play area.</u> (Cllr. Mr. Seabourne) Cllr. Dr. Murray provided an update. The bark needs to be topped up. The seesaw will be OK for the next few months.</p> <p>c) <u>Asset Inspection report.</u> (Cllr. Mrs. Tyrell) No updates in Cllr. Mrs. Tyrell's absence.</p> <p>d) <u>Defibrillator.</u> (Cllr. Mrs. Tyrell) Defibrillator is working and being checked regularly.</p> <p>e) <u>Parish Council Noticeboard</u> (Cllr. Mrs. Tyrell) No updates in Cllr. Mrs. Tyrell's absence.</p> <p>f) <u>Streetcheck Crime reports</u> (Cllr. Mr. Hailwood) The Clerk had checked Streetcheck – there was one crime listed in Sheriff's Lench in April 2024 (Possession of a weapon).</p> |
| <b>7.</b> | <b>Council Matters: to consider the following:</b>  |
| 7.1       | <u>Purchase of bark for play area:</u> 2m <sup>3</sup> of bark is required at a cost of £282 from Gravel Master. It was proposed by Cllr. Dr. Morgan, seconded by Cllr. Mr. Worrall and <b>resolved</b> to purchase the bark for the play area from Gravel Master.<br><b>Action:</b> Finance working group to look at the budget for this.  |
| 7.2       | <u>Bus Shelter, Church Lench:</u> No update, item deferred to next Council meeting.   |
| 7.3       | <u>Atlas Tower Group:</u> Cllr. Mr. Seabourne had a meeting with Atlas, who shared some possible mast locations. Two possible sites would produce some increased connectivity for South Lenches. Members felt that no comment from the Parish Council was required at this time.  |
| 7.4       | <u>Play Equipment: Seesaw removal quotes:</u> Cllr. Mr. Seabourne is waiting for some quotes, item deferred to next Council meeting.  |
| 7.5       | <u>Defibrillator and CPR training:</u> Cllr. Mrs. Hodges advised about Cotswolds First Training - £100 for a 2-3 hour session for as many people as a venue will hold. There is the venue hire cost as well. Decision deferred to next Council meeting.   |

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|     | <b>Action:</b> Poll on Facebook group to gauge people's interest in attending at a cost of £5.  |
| 7.6 | <u>Policing Priorities Charter:</u> Cllr. Mr. Worrall reported that there had been vandalism at the tennis courts. Councillors felt that the guidance for priorities required too much detail.<br><b>Action:</b> Clerk to invite police representative to the next Council meeting. |

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| <b>8.</b> | <b>Financial matters.</b>  |
| 8.1       | a) It was proposed by Cllr. Mr. Worrall, seconded by Cllr. Mrs. Hodges and <b>resolved</b> to transfer £18 from the Websites budget to the Subscriptions budget.<br>b) It was proposed by Cllr. Mr Worrall, seconded by Cllr. Mrs. Buxton and <b>resolved</b> to <b>approve</b> payments<br>c) Approving the accounts to 01.07.24 was deferred to the Finance Working Group.   |
| 8.2       | <u>Grant application from Church Lench Parochial Church Council (PCC)</u> of £1500 towards costs to replace existing bell ropes. Cllr. Mrs. Hodges had asked the PCC to investigate other funding options. The Clerk had an update that the PCC had sought donations and has applied to Worcestershire County Council for a grant. Item was deferred to next Council meeting when hopefully further information from the PCC would be available.   |
| 8.3       | <u>Grant application from The Lenches Pre-School</u> of £400 towards costs to submit a 'change of use' planning application to enable Pre-school to continue to use the outdoor play/learning facility. Millie Benbow provided an update: £440 had been raised via a fundraising website. This leaves a shortfall of £360 in expected costs (£590 for the planning application plus additional funds if consultancy is required). Councillors said they support the grant application in principle but would need to defer to the Finance Working Group to look at the budget available.<br><b>Action:</b> Finance working group to look at the budgets. |

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| <b>9.</b> | <b>Planning Matters.</b>  |
| 9.1       | Application to <u>provide comment on:</u><br>W/24/01219/CU Highfield, Atch Lench Road, Church Lench. <b>Proposal:</b> Change of use of annexe to holiday let and annexe use.<br><b>Comment:</b> Parish Council does not support retrospective applications.   |
| 9.2       | <u>Applications dealt with by delegation:</u> <b>All noted.</b><br>a) W/24/00878/FUL Foundrel Barn, Ab Lench Road, Abbots Lench. <b>Proposal:</b> Change of use of existing holiday let units to 3 no. dwellings (retrospective). <b>Comments:</b> Objection - The applicant states that the units have been occupied as residential accommodation in breach of Condition 9 of permission W/01/01515/CU since 2020. The reason given is a fall in demand for rural holiday accommodation since the pandemic. There is no evidence offered to back up this statement and the Parish Council considers it to be irrelevant. The proposed conversion lies outside the settlement boundaries of both Church Lench and Ab Lench (incorrectly referred to as Abbots Lench in the applicant's statement) and in open countryside. The nearest services are to be found in Church Lench. These services are a school, a church, a playground and a private members club. There is no shop. Access to these limited services can only be made by private car. For these reasons South Lenches Parish Council objects to this proposed development.<br><b>Pending decision.</b><br>b) W/23/02605/FUL Land At (OS 0277 5140), Low Road, Church Lench. <b>Proposal:</b> Erection of 9 dwellings with associated works and access - amended site layout and landscaping plans. <b>Comments:</b> None submitted for amendment. <b>Pending decision.</b> Will go to Planning Committee on 18 <sup>th</sup> July. Cllr. Mr. Worrall will represent the Parish Council.<br>c) <u>Appeal Lodged: W/22/02027/OUT (PLANNING INSPECTORATE REF:APP/H1840/W/24/3341252)</u> Land at (OS 0277 5140) Low Road Church Lench.<br><b>Proposal:</b> Outline application for the erection of up to 19 dwellings (including affordable |

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|     | <p>homes) together with associated works, SUD's and landscaping. All matters reserved except for access. <b>Comments:</b> Resubmission of original objection to W/22/02027/OUT. <b>Pending decision.</b></p> <p>d) <u>W/24/00714/OUT</u> Cedar Sett, Low Road, Church Lench, Evesham, WR11 4UH. <b>Proposal:</b> Outline application all matters reserved for erection of one dwelling. <b>Comments:</b> Objection - The proposed development lies outside the development area in open countryside. Furthermore the site is behind a row of existing houses along Low Road and, as such, represents an attempt to alter the linear pattern of housing in Church Lench. This is at variance with the established landscape pattern. <b>Pending decision.</b></p> <p>e) <u>W/24/00850/GPDQ</u> Lench Craft, Atch Lench. <b>Proposal:</b> Notification for Prior Approval for the proposed change of use of an Agricultural Building to 1 no. dwellinghouse (Class C3), and for building operations reasonably necessary for the conversion. <b>Comments:</b> The proposed development is located behind several existing properties and, as such, is not in keeping with the linear built environment in Atch Lench. It is also located outside the village development area and access to the limited services in Church Lench would be by private car only, raising issues of sustainability. Surprisingly none of the householders in the adjacent properties have been included in the consultee list. Had they been, at least one among them would have raised the issue of land slip in this area. It's no coincidence that the adjacent field belongs to Spring Hill Farm and there have been significant landslip issues in the past due to the network of natural springs on the hillside. If the application were to be approved the Parish Council would ask for a condition to be applied that no further properties would be built on the site which stretches all the way to Atch Lench Road. <b>Pending decision.</b></p> |
| 9.3 | <p><b>Correspondence received from Planning Authority: Noted</b></p> <p>a) <u>W/24/00406/CU</u> Little Acre, Evesham Road, Church Lench. <b>Proposal:</b> Change of Use from holiday accommodation to dwelling. <b>Decision: Application refused.</b></p> <p>b) <u>W/24/00284/HP</u> The Willows, Sheriffs Lench, Evesham, WR11 4SN. <b>Proposal:</b> Proposed side and rear extension to provide family annex. <b>Decision: Application refused.</b></p> <p>c) <u>W/23/02448/FUL</u> Hill Barn Orchard, Evesham Road, Church Lench. <b>Proposal:</b> Agricultural dwelling and implement shed - (Removal of condition 4 of W/872/79/O). <b>Decision: Application refused.</b></p>  |

**Meeting closed at 8.39pm.**

**Signed by the Chairman:.....**Dated:****

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# **SOUTH LENCHES PARISH COUNCIL**

## **South Lenches Payments - July 24 meeting.**

| <b>South Lenches payments for authorisation - July 2024.</b> |  |                |              |                |
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| <b>Payee</b>   | <b>Details</b>   | <b>Net</b>     | <b>VAT</b>   | <b>TOTAL</b>   |
| Clerk Mrs. K. Williamson                                     | Salary and expenses (June & July)                              | 1,116.70       | 0.00         | 1116.70        |
| HMRC   | PAYE and NI  | -68.15         | 0.00         | -68.15         |
| P.Skeys  | Lengthsman (May & June)  | 544.00         | 0.00         | 544.00         |
| Church Lench Village Hall                                    | Hall hire for July meeting                                     | 20.00          | 0.00         | 20.00          |
| Wychavon District Council                                    | Cleanse & empty dog foul bin (annual charge)                   | 94.06          | 18.81        | 112.87         |
| Plex   | Playground/pool contractor                                     | 90.00          | 0.00         | 90.00          |
| <b>TOTAL</b>   |  | <b>1796.61</b> | <b>18.81</b> | <b>1815.42</b> |
| <b>Payments already made on behalf of the Parish Council</b> |  |                |              |                |
| Giff Gaff  | Monthly mobile sim   | 5.00           | 1.00         | 6.00           |
| CAS Business   | Annual insurance premium increase (updated Councillor numbers) | 5.22           | 0.00         | 5.22           |
| HMRC   | Employers National Insurance                                   | 139.10         | 0.00         | 139.10         |
| Plex   | Playground/pool contractor                                     | 180.00         | 0.00         | 180.00         |
| <b>TOTAL</b>   |  | <b>329.32</b>  | <b>1.00</b>  | <b>330.32</b>  |

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## South Lenches Budget Monitoring - July 24 meeting.

| <b>South Lenches Parish Council - Budget Monitoring as at 01.07.2024</b> |                     |                             |                  |             |
|--|---------------------|-----------------------------|------------------|-------------|
|  | <b>Budget 24-25</b> | <b>Actual rec'd to date</b> | <b>Received</b>  |             |
| Precept inc Grant  | 13460.00            | 6730.00                     | <b>6730.00</b>   |             |
| WCC re P/L   | 2,584.72            | 0.00                        | <b>0.00</b>      |             |
| VAT Refund 23-24   | 600.00              | 1485.17                     | <b>1485.17</b>   |             |
| Other  | 0.00                | 0.00                        | <b>0.00</b>      |             |
| Bank Interest  | 20.00               | 5.62                        | <b>5.62</b>      |             |
| <b>Total</b>   | <b>16664.72</b>     | <b>8220.79</b>              | <b>8220.79</b>   |             |
| <b>Payment 24-25</b>   | <b>Budget</b>       | <b>Payments</b>             | <b>Remaining</b> |             |
| Staff costs  | 5600.00             | 1748.91                     | 3851.09          | 31%         |
| Clerk expenses   | 300.00              | 69.70                       | 230.30           | 23%         |
| Admin costs  | 400.00              | 90.00                       | 310.00           | 23%         |
| Training   | 500.00              | 0.00                        | 500.00           | 0%          |
| Subscriptions  | 500.00              | <b>517.70</b>               | <b>-17.70</b>    | <b>104%</b> |
| Insurance  | <b>450.00</b>       | <b>372.25</b>               | <b>77.75</b>     | <b>83%</b>  |
| Auditor Fees   | 800.00              | 194.90                      | 605.10           | 24%         |
| Grants/Donations   | 0.00                | 0.00                        | 0.00             | 0%          |
| Contingency  | 295.00              | 0.00                        | 295.00           | 0%          |
| Website  | <b>250.00</b>       | <b>228.00</b>               | <b>22.00</b>     | <b>91%</b>  |
| Newsletter   | 300.00              | 0.00                        | 300.00           | 0%          |
| Contractor maintenance   | 1080.00             | 180.00                      | 900.00           | 17%         |
| Annual Inspection  | <b>83.00</b>        | <b>78.00</b>                | <b>5.00</b>      | <b>94%</b>  |
| Maintenance Assets   | 100.00              | 0.00                        | 100.00           | 0%          |
| Defib maintenance  | 305.00              | 304.99                      | 0.01             | <b>100%</b> |
| Neighbourhood Plan   | 0.00                | 0.00                        | 0.00             | 0%          |
| Litter Bin x 2   | 185.00              | 0.00                        | 185.00           | 0%          |
| Projects Play area   | 0.00                | 0.00                        | 0.00             | 0%          |
| WCC PL   | 2500.00             | 272.00                      | 2228.00          | 11%         |
| P/L PC contribution  | 272.00              | 0.00                        | 272.00           | 0%          |
| VAT to recover   | 600.00              | 76.60                       | 523.40           | 13%         |
| Funds to increase reserves.  | 2060.00             | 0.00                        | 2060.00          | 0%          |
| <b>TOTAL</b>   | <b>16580.00</b>     | <b>4133.05</b>              | <b>12446.95</b>  |             |
| WCC Cllr VAS + NHB VAS   | 327.51              | 0.00                        | 327.51           | 0%          |
| <b>TOTAL</b>   | <b>327.51</b>       | <b>4133.05</b>              | <b>12774.46</b>  |             |

## SOUTH LENCHES PARISH COUNCIL

### Bank Reconciliation for the period ending 01.07.24

|     |                         |                |
|-----|-------------------------|----------------|
|     | Current a/c at 01.07.24 | 7435.49        |
| add | Deposit a/c at 01.07.24 | 1737.28        |
|     | Minus payments          | 0.00           |
|     | <b>balance C/F</b>      | <b>9172.77</b> |

|      |  |                |
|------|--|----------------|
|      | Opening Balance.                         | 5794.13        |
| add  | Receipts                                 | 8215.17        |
| add  | interest on Deposit a/c                  | 5.62           |
| less | payments for period 01.04.24 - 01.07.24  | -4842.15       |
|      | <b>balance per cash book at 01.07.24</b> | <b>9172.77</b> |