

# Birlingham Parish Council

Minutes of meeting held on Wednesday 18 November 2015

at Birlingham Village Hall

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## Councillors:

Councillor Allen  
Councillor Conder  
Councillor Fitch  
Councillor Hill  
Councillor Morris  
Councillor New

## Present:

Clerk  
Councillor Ron Davis

## Welcome

The Chairman welcomed everyone to the meeting.

### 1. Apologies for absence:

Councillor Yates tendered his apologies as he was abroad. The apologies were accepted. The Footpath Warden had also sent his apologies.

### 2. Declarations of Interest

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Councillors Allen and Fitch declared an interest in Item 9 for their membership of BVH and the BVH contribution.

Note: Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

Further note: As referred to in the Clerk's report appended the Councillors are not considered to declare an interest in the business of the budget setting.

### 3. Minutes of Previous Meeting

The Minutes of the meeting held 16 September 2015, a copy of which had been circulated to all Councillors, were agreed as a true record and duly signed by the Chairman.

### 4. Democratic Opening

There were no matters arising so the meeting was not adjourned for a Public Question Time.

### 5. Progress Reports

- a) Footpaths
  - i. Footpath 500 (Orchard Hill to Tiddesley Wood) - path re-established in its correct position along the hedge-line at the top of the bank and stile replaced by kissing-

gate behind Birlingham Nursery (work undertaken by charity PTES who owns the land).

- ii. Footpath 507 (from Eckington Road to Defford, near Gravelly Hill Cottages) – overgrown headland cleared (by County Council contractors).

b) Tree Warden – none.

c) District Councillor.

- i. Joint Working Advisory Board meets on 25 November 2015 regarding Wychavon District Council and Malvern Hills District Council. The Executive Board are to amalgamate. This reflects on ways to cut costs and share more services between both councils. Legal Services are also to join saving £60,000 on a shared monitoring officer.
- ii. New Homes Bonus – spend any if there is any left as this is awaiting the Chancellor's review and may not be there in the future. Only advisory.
- iii. Wychavon District Council is working through their budgets. Quite sound at the moment.

Councillor Davis was asked if the precept was likely to be capped? At this time he could only say that if the Parish Council was considering going above 2% a referendum may be required.

The Chairman thanked Councillor Davis for his attendance and support.

Councillor Davis thanked the Parish Councillors and wished everyone a Happy Christmas.

d) County Councillor – none.

e) Clerk - [See appendix 1](#)

The Chairman thanked the Clerk for her work.

## 8. Planning

a) Current applications pending:

- i. W/1/02357/PP (planning application) - The Old Rectory, New Barn Lane, Birlingham WR10 3AB  
Erection of a garden room

Decision was due: 18 November changed to 26 November. Now extension of time allowed to 4 December

Parish Council comments: The parish council considers that the view of the property from the public footpath is insufficient to make a judgement on the planning application. An onsite meeting was requested, however it was not possible to organise and access was not allowed. Therefore, the Parish Council are unable to comment.

Date of amendment: 06/11/2015 - Amendment to the design and size of garden room

- ii. W/15/02358/LBC (listed building consent) - The Old Rectory, New Barn Lane, Birlingham WR10 3AB  
Erection of a garden room

Decision was due: 18 November. Extension of time to 4 December

Parish Council comments: The parish council considers that the view of the property from the public footpath is insufficient to make a judgement on the planning application. An on-site meeting was requested, however it was not possible to organise and access was not allowed. Therefore, the Parish Council are unable to comment.

Date of amendment: 06/11/2015 - Amendment to the design and size of garden room

- iii. W/15/01723/CU – (change of use) Woollas Farm, Woollas Hill, Eckington  
Proposed conversion and extension of former MOD Radar Station to provide overnight accommodation to Deer Park Hall Weddings and Business Centre and for use as a classroom/meeting room for wildlife and photography workshops.

Parish Council comments:

1. The site is in a location where planning permission would not normally be granted. The existing buildings were allowed for exceptional (Ministry of Defence) reasons but have now outlived their usefulness.
  2. The site lies within the Cotswolds AONB (Area of Outstanding Natural Beauty), an SSSI (Site of Special Scientific Interest) and an SAC (Special Area of Conservation). As such, the area should be protected from development that may harm the appearance of the area or be damaging to the local flora and fauna.
  3. The application proposes a significant increase in size to the existing buildings.
  4. The large expanse of plate glass is likely to be visually intrusive, particularly at night when the building is lit.
  5. The access track to the site is poor and any upgrading of the track may have a detrimental effect on the area.
  6. While the application would improve the appearance of the existing buildings and would provide some local employment, these advantages are outweighed by the damage that could be caused to the AONB.
- Therefore, Birlingham Parish Council opposes the application.

b) Current applications approved/refused:

- i. W/15/02185/LB - (listed building consent) The Old Rectory, New Barn Lane, Birlingham WR10 3AB  
Internal alterations, additional windows, alterations to windows/doors  
APPROVED 26 October
- ii. W/15/02344/OU – (outline) Land at, Clock House, Broadway Road, Birlingham  
Proposed erection of single dwelling  
REFUSED 6 November

The recent planning applications and amendments had been controversial ones. More guidance was required for the Planning Group. It was agreed that the Chairman, the Planning Group Leader and the Clerk would draft some procedures on how to handle applications and general policies to give more helpful guidance. The 'simple' Guide would form part of the Standing Orders which were currently being reviewed.

The Chairman thanked the delegated Planning Group for their efforts.

## 9. Financial Matters

a) The Accounts for 2015/2016

- i. Bank balance £7,918.12 as at 27 October 2015 which corresponds with the spreadsheet.
- ii. Receipts:
  - £168.00 - Worcestershire County Council (Lengthsman July) ) £312
  - £144.00 – Worcestershire County Council (Lengthsman August) )
  - £2,530.00 – Wychavon District Council Parish Budget  
(Grant £89.00 and Precept £2,441.00)
- iii. Payments agreed:
  - £500.00 – Birlingham Village Hall contribution (as agreed budget November 2014)  
(cheque number 337)

£500.00 - New Homes Bonus (combined submission) – Payable to Birlingham Jubilee (cheque number 348)  
 £168.00 – Lengthsman July (cheque number 349)  
 £144.00 – Lengthsman August (cheque number **350**) (for reference - **last cheque in the old cheque book**)  
 £18.00 – Wychavon Sport 2015 Parish Games (cheque number 347)  
 £709.85 - Election costs (agreement on estimate was £696.95) (VAT exempt) (cheque number 413)  
 £128.00 – PAYE HM Revenue & Customs (July, August, September) (cheque number **411**) (For reference – **new cheque book**)  
 £512.00 – Clerks pay (July, August, September) (cheque number 414)  
 £25.00 – Clerks expenses (July, August, September) (cheque number 415)  
 £10.00 – Clerks training CALC Transparency Code for smaller councils (as agreed September Item 9(g)) (cheque number 416)  
 £30.00 - Book token. Reimbursement to Clerk (cheque number 419) (agreed at September meeting (Item 4) for John Comins' services to the parish of 10 years)

Pending

£230.00 - Village survey. Three quotes were obtained. (As agreed Duplikate invoice Item 7d) July meeting) – reimbursement to Steve Morris (awaiting Councillor Allen as signatory) (cheque number 422)

Cheque number 412 is cancelled.

Replacement cheque book found. Cheques start at 471

b) Future Payments for consideration:

- i. £21.00 - Hire of Birlingham Village Hall for Survey meeting (3hours at £7)  
 £128.00 - HMRC (October, November, December)  
 £512.00 - Clerks pay (October, November, December)  
 £25.00 - Clerks expenses  
 £6.00 – Postage of book token. Reimbursement to Clerk.  
 £72.00 – Hire of projector for Village Survey presentation (Reimbursement to Councillor Yates - awaiting Councillor Allen as signatory)  
 £156.00 – Lengthsman September  
 £96.00 – Lengthsman October  
 Poppy wreaths – budget at £55.00 (correction of agenda item £46) (£50.00 given last year) (Chris Reynard has actioned two wreaths)  
 Agreed at £50.00.

c) Bank signatory

The Mandate has been returned (9/11/15) to Lloyds Bank counter-signed.

d) Budget

To commence with discussion on level of balances it is appropriate for the Council to hold.

Question - Increase by 5% ?

Included discussion–

- Clerks pay, PAYE and expenses – quarterly payments as per financial year and in line with RTI

Clerk's salary was discussed. To be agreed in January.

- Village hall contribution and other organisations

There is a history of contributions to the village hall but where has this come from?

Clerk to circulate some history. Further discussion at the next meeting to formalise the contribution and the hiring of the BVH (CALC healthcheck).

- Charities
- Car allowance – 40 pence per mile (Adoption of Local Authorities (Members' Allowances) (England) Regulations 2003) (previously discussed on Scrutiny Panel) consider increases

It was agreed that the allowance would remain at 40 pence per mile.

- Insurance due in May
- Provisions - Tree provision from litter pick includes Annual Tree Forum  
Litter pick  
Plane tree  
Election  
Lengthsman (WCC)

The Provisions were agreed as a true record.

Need to consider a training budget.

e) Precept - application to be returned by 5 February 2016.

There was an overview of the budget. At this time the expense base was agreed. So the precept is agreed in principle but the tax base from Wychavon District Council has to be reviewed and then at the next Parish Council meeting the members will move forward to calculate, having dealt with inflation. Councillor Hill will circulate budget figures before next meeting. Aware of the deadline for receipt of precept application.

## 10. Review of the Council's procedures

- Standing Orders
- Handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
- Complaints

To consider each of the above once further progression has taken place. Include on the Website for transparency and to comply with the Code of Conduct.

## 11. Village Survey 2015

An update was reported by the Chairman and further discussion took place. There has been a 40% return which was considered to be good. Steve Conder and Sarah Brown were thanked for their data analysis and Ian Yates was thanked for putting together the presentation which had been superb. A summary was given at the meeting but a more detailed report was hoped for giving future reference and to have figures to hand. The work that has been accomplished and for the future would be the most important research/analysis for some years regarding the parish. 45 people had turned out to the Survey meeting. Everyone was thanked for their time. The Survey can be viewed on the website at [birlingham.org](http://birlingham.org)

Data Protection – has been discussed and clarified. There is an agreement by all Councillors on the material that is held by them as members of the Parish Council and the 'data protection principles'. A copy of the Principles is held on file. The following statement was also agreed:

The purpose of the Birlingham Village Survey 2015 was primarily to assist in making a decision about either a Neighbourhood Plan or a Village Design Statement and secondly to collect other data that will be of assistance to the Parish Council in its decision-making and will be beneficial in the early stages of preparing a Neighbourhood Plan or Village Design Statement.

The original Survey forms will be securely destroyed by 31 December 2019, or earlier if the Council so resolves, in order to follow the Data Protection principles.

In the event of a Freedom of Information request, the spreadsheet data may be made available after removal (redaction) of any data that may identify individuals.

## **12. Survey results / presentation**

Discussion took place on any future progress/procedures/actions arising from the Survey and its presentation. Consideration was to be given on questions that had been raised in the Survey by villagers. The Chairman suggested drawing up the major items that were brought up through the Survey returns and also at the meeting to then circulate to members. A decision needs to be made on priorities from the raw data. This would also support the Freedom of Information need and keep villagers informed. Chairman and Vice-chairman to action.

## **13. Village Design Statement (VDS)**

It has taken about 5 years to reach a decision on a Village Design Statement (VDS) but the survey results has shown that villagers wanted a VDS as opposed to a Neighbourhood Plan. 73% were in favour of the VDS. Councillor Yates has put himself forward to lead on a VDS. Councillor Hill is willing to work alongside Councillor Yates. All members of the Parish Council will be involved and the Parish Council would lead. It was also agreed that a meeting should be called for all other interested parties. It is unanimous that the Parish Council should go ahead with the VDS. It is considered that a VDS will take at least 3 years. Discussion took place and suggestions for future actions. It is agreed to list the possible actions and then two or three councillors to go through the list and report back; associated with the information at 12. The Bredon template was suggested as a good example of a VDS.

A public meeting would be organised by the Parish Council. Villagers need to vote / propose ideas. A potential first event could be a Conservation Area Appraisal. The Heritage Manager at Wychavon District Council has suggested that an Appraisal would be complementary to the preparation of a VDS as one informs the other and could be prepared in tandem. The Manager had previously agreed to attend a meeting to discuss this matter.

Further discussion at the next meeting.

## **14. Church Lane – HGVs and larger vehicles driving in Church Lane. Signage.**

Deferred from last meeting acknowledging that the Parish Council have no powers to make any orders for stopping vehicles travelling along Church Lane. The matter was raised again by residents regarding lorries and buses and the potential for signage in the lane. It was advised by Councillors that lorries were entering the village from the wrong direction i.e. at New Barn Lane off the Eckington Road and not Upper End off the Defford Road. This may be from the sat nav information. However, not all of the lorries were going to Redstar. It was suggested that signage on the Eckington Road may assist rather than at the entrance to Church Lane as the resident had asked about. It had taken a long time to get the sign near the war memorial but the question would be asked of Worcestershire County Council.

## **15. New Barn Road**

Discussion took place regarding the speed and condition of New Barn Road. Why does the 40mph stop along the road and not at the junction? This appears to be wrong. There is a blind bend in part of the road. The road is also narrower at the 40mph than at the 30mph. Suggested that this ties in with the discussion at item 14 and that the road should be re-signed including on the sign that it is not suitable for HGVs. Could there be some passing places? To ask Councillor Hardman for assistance with a sign that is for 30mph at the junction and stating "unsuitable for HGV's".

## **16. Higher European Grant / Potts tourism funding**

Update from Councillor Hill. Councillor Hill has contacted Holly Kirk the Fund/Grant representative at Worcestershire County Council who has said that the Funding was for capital spending only. If the Parish Council were to participate they would have to find 40% of the cost. The Parish Council were mindful that the funding was there but no agreement was made for any investments at this time or in the future.

## **17. Cycle path**

A cycle path from Birlingham to Pershore had been one of the questions raised on the Village Survey. Councillors suggested that a cycle path would bring tourism into the village and nearby villages. Also, vice versa. It would link communities together. However, a lot of the suggested path was not in the parish of Birlingham but under Pershore Town Council. A cycle path was suggested but a footpath was also needed. 40% of the population of the village walk the route from Birlingham to Pershore in the summer. Clerk to ask assistance from the Footpath Warden and put

on agenda for next meeting. Councillor Davis and other parishes, Eckington and Defford could assist and give a joint statement.

**18. PACT (Partners and Communities Together)**

Report from Chris Reynard, as the PACT representative, to the Chairman. The reporting from PACT is now to be done online. Chris Reynard will complete the consultation/questionnaire document and return to PACT. The concerns to be considered are fly-tipping, speed limits on roads, including items at 14 and 15 and the previous request for the Eckington Road to be 30mph and the Defford Road to be lengthened with the 40mph restriction limits increased.

**19. Access from Berwick Lane to river**

Condition of track leading to brook/river. The lane is extremely unuseable and the fishermen have asked if anything can be done. There is no registered owner of the track as far as the Parish Council know. Over time various people have filled in the potholes including the EA and the Wetland Reserve when works were being carried out by their organisations. This is a public right of way and part of the circular route around Asham and Eckington. It was suggested that people with an interest should be contacted and together they could co-ordinate some works. The Chairman and Clerk will try to establish interest.

**20. Parish Council meetings on Wednesdays in 2016 at 7.30pm and Annual Parish Meeting at 7pm**

The Parish council meetings were agreed, as follows:

13 January – incorporating budget and provisions agreement

16 March

11 May – Annual Parish Meeting\* at 7pm and Parish Council meeting at 7.30pm. It is agreed that the second Wednesday instead of third, due to absence, is acceptable

20 July

21 September

16 November

A timetable of the meetings is to be actioned on the website by the Jubilee Committee.

**21. Trees in Broad Street, Pershore**

A discussion took place regarding the survey that is out for consultation by Worcestershire County Council regarding the trees in Broad Street in Pershore. The survey has been advertised and is in the public domain. Councillors agreed the Parish Council would not be commenting. Information has been circulated via the email news and villagers are encouraged to comment. Members of the public and therefore villagers could respond if they wished either online or in paper format.

**22. Councillors' reports and items for next agenda**

The Chairman clarified that 'any other business' was not suitable at this time in the meeting. This is not an item for debate or agreement and it is bad practice to raise matters here. Councillors have been asked to report if they have been to a meeting as a representative otherwise if they wish to report they can do so in the democratic opening and their matter will be raised at the next meeting.

Councillor Fitch gave apologies for the January meeting.

**23. Closure** - with nothing further to discuss the meeting closed at 9.45 pm.

The next Parish Council Meeting is on Wednesday 13 January 2016 at 7.30pm.

**Signed:** ..... **Councillor Steve Morris, Chairman**

**Date:** .....

**Appendix**

**1 Clerk's Report**



## **New Homes Bonus – thank you to Birlingham Cricket Club**

Clerk emailed Mark Yeomans and copied in the Hon. Treasurer and Secretary to Birlingham Cricket Club, as follows:

*"Thank you for letting the parish councillors have chance to view the works to the Clubhouse and the machine sheds.*

*All the volunteers have worked hard with great results.*

*At the meeting afterwards the members passed on the details of the visit to the Chairman and other villagers in attendance. Everyone agreed that the New Homes Bonus had been put to really good use. The information sheet given to members on the evening will be filed with the minutes.*

*Also, it was good to see the trestle tables and storage which the Jubilee Committee have used their Bonus for.*

*Please pass on the parish councils thanks to David and Adrian and all club members.*

*Look forward to visiting next season".*

## **Millennium map**

There is no further progress or update from the Village Hall Chairman or the Parish Council Chairman.

## **PACT**

Chris Reynard, the PACT representative has contacted the Chairman, as follows:

*The physical PACT meetings have now been replaced by an online system. As a result, on behalf of the Parish Council, I have been asked to complete a document and return it to the Police by the end of the month.*

*Can you ask the council at the next meeting if the members have any concerns that I could include in the return. The only item I can think of is fly tipping but if there is anything that came out of the village survey that could be included can you let me know please.*

## **Church Lane – damage to verges**

Redstar to resident

*Quotes, "I have just been to speak with our yardmen. We believe we have accounted for every HGV that has delivered/collected from us since 8am today but none of them have been from the Ledbury area as far as we are aware. Was there a name on the side of the lorry? Virtually all vehicles that come to us have the operators/owners name on the lorry body and this would help us to easily identify if they were coming to our site. Any additional information would be appreciated".*

Resident to Redstart replies suggesting ABE

Further reply from Redstar to resident, quotes *"Thank you for the information. I have checked again and no-one is aware of this company or that they have delivered into us today. I have also just telephoned ABE direct and they too have confirmed there is no delivery on their schedule for us today, so I can only assume the lorry must be destined for someone else in village. My apologies that I'm unable to be of any further help to you in the matter".*

## **Casual Vacancy**

Democratic Services were informed that a co-option took place at the last parish council meeting and that the replacement member is Steve Conder.

Birlingham Parish Council has a full complement of seven members.

Support Services were informed of the new member and also a list of all the other members were given for their information.

## **Wychavon Events Guide**

Information via an email was circulated to all Councillors, as follows:-

Birlingham Parish Council November 2015



Wychavon District Council is compiling the 2016 Events Guide. If you have an event you would like included please complete that attached form and e-mail it to Henry.Prudden@wychavon.gov.uk

### **Heritage Advice**

Heritage advice (listed buildings, conservation areas and policies) by means of web links was circulated to all Councillors.

### **Sport E News – October 2015**

Sport E News - October 2015 email. Information was circulated to all Councillors.

### **Invoice reminder**

Democratic Services had been notified of the delayed payment regarding the outstanding invoice for the payment of the election for Birlingham Parish Council. (A final demand was still received)

### **Birlingham Cricket Club - NHB**

Clerk email to Mark Yeomans, as follows:-

*Dear Mark*

*Thank you for letting the parish councillors have chance to view the works to the Clubhouse and the machine sheds.*

*All the volunteers have worked hard with great results.*

*At the meeting afterwards the members passed on the details of the visit to the Chairman and other villagers in attendance. Everyone agreed that the New Homes Bonus had been put to really good use.*

*The information sheet given to members on the evening will be filed with the minutes.*

*Also, it was good to see the trestle tables and storage which the Jubilee Committee have used their Bonus for.*

*Please pass on the parish councils thanks to David and Adrian and all club members.*

*Look forward to visiting next season.*

Mark Yeomans response, as follows:-

*Dear June,*

*Thank you for your email. I am glad the members found the visit useful.*

*The Cricket Club are extremely grateful for the support given by Parish Council and I can confirm that the new roof is now in place on the machine shed and it is already drying out!*

*There remains the plastic fascia to fit around the roof to match the club house but that is very little work in comparison to all that has been completed.*

*Thanks again to the Parish Council*

*Best Regards*

*Mark*

Mark Yeomans  
Committee Member BCC

### **Cotswold AONB enews**

20 July – circulated to all Councillors

Quotes, "Hello and welcome to the latest edition of Cotswolds AONB eNews, a quarterly newsletter designed to keep you up-to-date on all of the Cotswolds Conservation Board's latest activity, news and insights from across the Cotswolds Area of Outstanding Natural Beauty".

Birlingham Parish Council November 2015

## Consultation Main Modifications to the Submitted SWDP (2006-2030)

Circulated to all Councillors, as follows:

9 October 2015

Dear Sir or Madam

This letter is being sent to you as your details are held on the South Worcestershire Development Plan (SWDP) consultation database, and you have either made representations in the past or requested to be notified when consultation events occur.

On 28 May 2013 the three South Worcestershire Councils, of Malvern Hills District, Wychavon District and Worcester City submitted the SWDP to the Secretary of State. The SWDP is now being examined, and to date, two stages of hearing sessions have been held by the Planning Inspector conducting the examination.

The Stage 1 hearings were held in October 2013, and again in March 2014: these hearings led to the Proposed Modifications (consulted on during October/November 2014) and related to the Inspector's recommendations in respect of the Objective Assessment of Housing Need and the additional sites that were consequently required.

The Stage 2 hearings took place between February 2015 and June 2015 and considered the strategy underpinning the SWDP, the development management policies and the site allocations.

The Main Modifications now presented for consultation have arisen from the Stage 2 hearings at which the Inspector holistically considered the SWDP, taking into account his findings in Stage 1. It is considered by the councils that these Main Modifications are required in order to meet the tests of soundness and legal compliance.

On Tuesday 22 September 2015 (Malvern Hills) and Wednesday 30 September 2015 (Wychavon and Worcester City) at Council meetings, all three South Worcestershire Councils approved a schedule of Main Modifications as the basis for public consultation.

The Main Modifications to the submitted South Worcestershire Development Plan will be available for comment for six weeks between Friday 9 October 2015 (9:00am) and Friday 20 November 2015 (5:00pm).

After the close of the consultation, representations received in response to the Main Modifications will be collated by the South Worcestershire Councils and forwarded to the Inspector. The Inspector will consider all the valid responses made to this consultation, together with those made during the previous consultations on the Proposed Submission version of the SWDP (January to February 2013) and the Proposed Modifications (October to November 2014). Following the Main Modifications consultation, the Inspector's final recommendations will be made in a report to the South Worcestershire Councils.

The consultation only relates to the Main Modifications and not to other aspects of the Submitted Plan. There is no need to repeat representations that you sent to us on the Submitted version of the Plan in January/February 2013, or the Proposed Modifications consultation in October/November 2014, which have already been passed to the Inspector.

### Representations

The South Worcestershire Councils will not comment on / respond to the representations received. Responses to these Main Modifications are for the Inspector to consider. Please note that the South Worcestershire Councils do not expect there to be further public examination hearings into the plan, so there will be no opportunity to discuss any representations at public hearings, unless exceptionally the Inspector considers this to be appropriate.

The consultation documents consist of:

- The Schedule of Main Modifications to the SWDP (please note that the Consultation Version of this document merges three documents presented at the Council meetings (i) Appendix 1 to the Council Paper; (ii) the Addendum to Appendix 1 and; (iii) a short Erratum document). It is the merged version dated 9 October 2015 upon which representations should be made;
- Consultation response forms;
- Guidance notes which include an explanation of the Tests of Soundness and Legal Compliance the Plan has to satisfy; and
- Updated supporting background information (evidence).

All of the documents, supporting information and consultation response forms are available to download electronically from the [www.swdevelopmentplan.org](http://www.swdevelopmentplan.org) website.

Hard copies of the Schedule of Main Modifications and the background evidence documents will be available (for reference only) at Customer Service Centres (CSC) and/ or Libraries. Hard copies of the response forms are also available.

Representations should be made on the response form where possible.

Electronic (e-mail) responses should be sent to: [contact@swdevelopmentplan.org](mailto:contact@swdevelopmentplan.org)

Hard copies should be sent to: Paul Bayliss, SWDP Project Manager c/o Policy Plans team, Housing and Planning Services, Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, WR10 1PT.

If you have any queries please see the SWDP website ([www.swdevelopmentplan.org](http://www.swdevelopmentplan.org)) or send an e-mail to the above address. You can also telephone the SWDP team or write via the Wychavon District Council address above.

Yours faithfully

Paul Bayliss  
SWDP  
Project Manager

### **Land at Upper End – Land Drainage Act 1991**

Maintenance of Water Course at Upper End with landowners Porters. The watercourse has been actioned by the tenant.

### **Wychavon Community Recognition Awards for 2015**

Information sent from the Community Development Officer at Wychavon District Council. Circulated to all Councillors.

### **Highway Report number 6748583 – hedge near the Manor House causing visibility difficulties**

22 September update from Highways, quotes *"I will take a look at this when I am next out that way. Do you know who has removed the visibility fencing?"*

Dave Maric, Searches & Enforcement Officer, Highways Status & Extent Team

*A hedge had been planted as part of the planning application condition but there have been numerous complaints to planning enforcement regarding this.*

### **Jubilee Wood – parking and damage to saplings**

Clerk had informed owner of the recent incident of seasonal pickers parking in the wood area.

Owner replied, quotes, "Thank you for your email. Steve Morris telephoned me at 6.10pm to tell me of the problem which I knew nothing about. I immediately telephoned George Reville who will ask Malcolm Wilson to read the riot act to the gang leader who will also be asked to pay for any damage. I am more than aware that some trees died in the drought and was saddened by the fact. However as I did not live nearby was not able to help with an irrigation programme. I must point out that I have no jurisdiction over the gang workers and Red Star should be your first point of contact in the case of a complaint".

Redstar reply, quotes, "I have spoken to several people concerning the complaints below and it was agreed that an on-site meeting would be appreciated so that the matter can be discussed properly, rather than trying to resolve a complaint via email. If a representative from the council could contact me I will try and co-ordinate a meeting with the relevant parties at a time suitable for all concerned. Thank you in anticipation".

### **Site visit procedures set by CALC**

A CALC best practice was sent to all Councillors regarding site visits with reference to planning application consultations.

### **Mandate**

The mandate has been returned following amendments on information that was incomplete. The form has been countersigned so that all amendments are authorised.

### **Secretary of State Member Appointments 2016 – AONB Conservation Boards**

Email circulated to all Councillors, regarding the following:

*The application window for Secretary of State Member vacancies for 2016 has now opened. We are seeking one new appointee. Please see the link to Cabinet Office website below where details of the vacancies and forms can be accessed. The application window is scheduled to close on 2<sup>nd</sup> November 2015.*

*<http://publicappointments.cabinetoffice.gov.uk/appointment/aonbs/>*

*If you are interested in becoming a Board Member or know of anyone else that may be interested, please take a look or kindly circulate this email on.*

Kind Regards  
Sharon Wellman  
Administrative Assistant  
Cotswolds Conservation Board

### **Planning application on Bredon Hill**

Clerk was made aware of application number W/15/01723/CU. This was circulated to all Councillors for their consideration and comments.

### **Survey**

A flyer has been produced by Councillor Allen and printed for all homes in Birlingham. Councillor Allen and the clerk distributed.

The public meeting had been held on Thursday 29 October 2015 for all villagers. The presentation was given by Councillor Yates. Brief notes of questions were given to the Chairman.

Chairman to give an update at the Parish Council meeting.

## 2016 – 2017 Parish Precepts

A letter and request form had been sent from Wychavon District Council and circulated to all Councillors. Letter as follows:

### LOCAL GOVERNMENT FINANCE ACT 1992

In accordance with the above Act, I write to ask formally for your Council's budget requirement for the financial year 2016-2017.

The total amount required should be entered on the enclosed form, which must be signed by a proper officer of your Council, and returned to me no later than **Friday 5th February 2016**. This is the final date that we're able to accept your forms. Our timescale for approving the Council Tax and processing the bills will not accommodate extensions or late returns. You may email the completed form to the address given below.

In all cases half of the budget requirement, made up of precept and grant as in 2015-16, will be paid by 30<sup>th</sup> April 2016 and the remainder by 30<sup>th</sup> September 2016. It is anticipated that the information to be provided to Council Taxpayers in respect of parochial expenditure will be the same as that provided in 2015-16, in which case all councils whose budget requirement will exceed £140,000 must provide a detailed breakdown for inclusion with the demand note.

I've set out below some issues that you may wish to take into consideration when setting your budget requirement for 2016-17.

### **Council Tax Support Grant**

Central Government intends to reduce the overall grant it gives us which includes the amount for Council Tax Support, but we've made the decision to freeze the amount of grant support we pass on to you at the amount paid in 2015-16.

### **Council Tax Base**

The Council Tax Base is recalculated every year. It may increase due to additional properties in your area or a decrease in exemptions, or it may decrease due to additional single person discounts or empty properties, for example.

The Council Tax Base for 2016-17 should be approved by the Wychavon District Council Executive Board at its meeting on 6<sup>th</sup> January 2016. However, we will email you with draft figures by the 21<sup>st</sup> December 2015.

The Band D Council Tax charge for any given precept can be worked out using this formula:

$$\text{Band D Council Tax} = \text{precept}/\text{tax base.}$$

where precept = budget requirement - grant

We then apply the relevant proportion for the band (Band A = 6/9 x Band D, Band B = 7/9 x Band D etc.). Even if the amount of town or parish precept does not alter, if the Council Tax Base changes this will impact on the Council Tax amount and, therefore, the percentage change in Council Tax for each town or parish council which will be shown on Council Tax bills.

### **Council Tax Setting – Referendum Criteria**

We'd like to remind you of the potential for the Government to call for local referendums where there are excessive increases in Council Tax by town and parish councils. The following is an extract from Information Note for Local Government issued by the Department of Communities and Local Government (DCLG) in February 2015:-

“No referendum principles have been determined for town and parish councils for 2015-16. However, it remains an option for government to determine principles for local precepting authorities in future years.

Many town and parish councils determine their precept levels in January or earlier. This is often (but not always) because billing authorities require their town and parish councils to inform them of the precept by a January deadline. Should town and parish councils become subject to referendum principles in future years, this practice would need to change in order to ensure that they can be fully aware of the referendum principles applying to them before they set their precepts.

Local precepting authorities and billing authorities should therefore take the announcement of council tax referendum principles into consideration within their timetable for setting their council taxes and precepts.

In the event that town and parish councils are subject to referendum principles in future years, it remains likely that a de minimis threshold will be set which excludes the majority of smaller spending parishes from any requirement to hold a council tax referendum."

In order to address these comments made by the DCLG we have delayed, as far as possible, the date by which we require your budget requirement forms to be returned. We don't yet know when the government intends to announce the council tax referendum principles for 2016/17 but by delaying the budget requirement form return date it will hopefully mean that you can set your budget meetings in late January and then still get them back to us by the new deadline of Friday 5 February 2016.

Yours sincerely  
Senior Accountancy Assistant

### **Village Design Statement and conservation areas**

The Clerk has contacted Andy Ford, Policy Planner following the public meeting on the Village Survey where questions had arisen regarding Village Design and conservation areas.

The reply as follows:

*Process much simpler than neighbourhood plan as it is not a statutory process, but consequently the VDS doesn't have as much weight when coming to a material planning consideration. I've attached some rather dated guidance from the then Countryside Commission (now long gone) but although some of the references to the system may be out of time the principles very much hold. I have also attached some other hopefully helpful guidance but I will probably need to talk it through with either you or the group.*

*It is very much a technical exercise, looking at architecture, landscape setting, important open spaces and views in and out of the village. Have you any retired architects or landscape architects in the village? Also recommend talking with other parish councils, Eckington have recently updated their VDS, Bredon and Kemerton have also recent VDS, further afield Harvington produced a very good VDS a few years back as did Broadway. I will send copies via separate email.*

The Clerk has also contacted the Heritage Manager regarding conservation areas.

Thank you for your email.

It sounds as though your resident may have got crossed wires with her terminology – a conservation, or to be precise, a heritage assessment is something that the local planning authority asks for in support of a planning application affecting a designated heritage asset (listed building or conservation area) and is intended to assess the significance of the particular affected asset and the impact of the proposed development.

What I believe your resident may have been referring to is a Conservation Area Character Appraisal. Wychavon has been undertaking a programme of Conservation Area boundary reviews and Character Appraisals for all its 65 conservation areas for the past 10 years. It is correct that at present Birlingham is one of those villages that has yet to benefit from a conservation area review or a Character Appraisal and neither has it been identified in the next tranche of reviews, for no reason other than pressures or threats to its conservation area have not been identified to date.



However, that is not to say that a review and Appraisal cannot be brought forward subject to the necessary resources being available to deliver this in addition to other commitments. We have successfully delivered reviews and appraisals over and above the agreed programme elsewhere through working in partnership with the local community / Parish Council to undertake some of the early preparatory work, historical research and map drafting and this could be an approach that your Parish Council may wish to consider? This approach would certainly be complementary to the preparation of a Village Design Statement as one informs the other and could be prepared in tandem, although that should not be to underestimate the work involved. Such a review can address the need for extending as well as reducing the extent of conservation area coverage where appropriate and justifiable.

I would be happy to attend a future Parish Council meeting and discuss the partnership approach to the conservation area review and appraisal in more detail if you think that would be beneficial.

### **Dispensation for the Budget and Precept**

For note – guidance issued by CALC update 15 8 October

Quotes "You may remember this issue from previous years. The budgeting time of year has come round again – see September on your CALC year planner – with the traditional range of things to think about. Since the introduction of the new standards regime by the Localism Act, one of those things is whether councillors who pay council tax on property in the parish have a disclosable pecuniary interest when the council is deciding its budget and precept. The logical answer seems to be that they do, as they will be deciding, to some extent, how much they will be paying in council tax. As always in local council world, caution has been the byword, and we have advised member councils that councillors would be sensible to obtain a dispensation to deal with this business. I know that, following the elections in May, a number of conscientious clerks have dealt with this, and sorted out the range of standing dispensations their members will need for the life of the council. Of course there are councillors who loudly condemn this business as flagrant nonsense, and I think there are few who would not think that it is an odd state of affairs if councillors have to be given permission to do something which is fundamental to the administration of their council.

The Department for Communities and Local Government issued guidance some time ago to say that dispensations for this purpose were not necessary, but failed to show how they arrived at that position by interpretation of the legislation. I have heard this week that at their meeting last Friday, Worcestershire principal authority lawyers considered the situation and concluded "the view of all those present was that we would NOT arrange dispensations for our Members for decisions concerning Council Tax or budget/precept setting, nor would we recommend such dispensations be required for Parish Councillors when such issues were considered by Parish Councils." Although we had previously taken a different stance (through an abundance of caution), this was before the DCLG guidance which stated that Councillors did not need a dispensation." This group includes all but one of the Worcestershire monitoring officers, so I think it is safe to take a more relaxed view about this one than hitherto.

### **Electricity cables**

A resident has asked the Chairman if the Parish Council has heard anything about the delays in completing the burying of electricity cables which was supposed to have taken place in August? Meanwhile, the resident would be contacting the utility company and would let any results be known.

The Chairman replied saying, "My understanding of it is that a couple of years ago Western Power decided to replace the poles and cables running behind Church Street with a new underground cable. Originally they planned to put it through the back gardens of the houses on the south side of Church Street. Unfortunately one of the house owners refused to give them permission. So the current plan is to put the cable under the street. Someone mentioned a date of August 2015 but nothing has happened yet.

### **Berwick Lane track to Nafford**

The Chairman has received as request as follows:

I am the secretary for Smiths Angling Club. The club holds the fishing rights for the river upstream of Nafford lock along with the weirpool. The track leading from Berwick Lane down to the car park by the entrance to the meadows is in poor condition and so our members are finding it difficult to access the fishery safely.

Birlingham Parish Council November 2015



The committee would like to help with making repairs to the track but we are unsure about who owns the track and/or is responsible for its upkeep. Please could you tell me if the Parish council holds this information? Any information you can provide would be greatly appreciated.

The Clerk has established that the track is not registered with Land Registry.

### **Dates for the BVH regarding PC meetings**

The Bookings Secretary acknowledged that the dates were provisionally booked. Quotes, "I've noted the dates for January (13th) and May (11th). The other dates I've put in are 16 March; 20 July; 21 September; and 16 November. Regards Mary Sadler

### **Notification of the Next Parish Conference 2016**

Email circulated to all Councillors as follows;

I have pleasure in advising that the next Worcestershire Parish Conference will be taking place on Wednesday 24<sup>th</sup> February 2016 start time 6.30pm in the Council Chamber at County Hall, Worcester.

There will be the usual information market place outside the Council Chamber which will start 5.30pm.

Also, there is the opportunity for any Parish/Town Councils who have examples of projects or local initiatives to showcase these at the conference in the Parish Spotlight session.

The agenda is currently being worked up with CALC and more details will follow but please put this date in your diary and advise me if you wish to attend or be part of the Parish Spotlight session.

I look forward to hearing from you.

Deborah Dale

Member Engagement Officer & Project Manager for Act Local  
Legal & Democratic Services  
Commercial & Change (COaCH) Directorate

### **Saplings**

Update from Tree Warden quotes, as follows:

There are about 20 spare which I still have to fill in where necessary. I've got these at home. I did also plant about 20 other spares along the footpath by the barns at the end on withy way.

### **Pershore High School**

An invitation was received and circulated to all Councillors regarding the re-dedication of the Roll of Honour.

### **Parish Council representative**

Representative of the Parish Council for the Carol Service on 20 December

An email was received from the Church Warden requesting a representative of the Council, as follows:

"We're very keen to make this year's carol service a village occasion, so we are asking village organisations to choose a representative to do one of the readings. We hope the Parish Council would like to be part of this.

If so, could you please let me know their name and phone number. Henry Morgan will then get in touch with them and give them a copy of the reading. As well as the service at 6pm on the 20th, there will be Birlingham Parish Council November 2015

a short rehearsal for the readers at 3pm on the same day.

Look forward to hearing from you".

### **Letter received from John Comins**

A thank you letter had been received and will be read out at the meeting.

Quotes, "I was most surprised but very touched to receive the most unexpected gift from the Parish Council. Could you please pass on my thanks for all their consideration and help in the past dozen year or so. At first I thought that the token should be spent on a bound and embossed copy of The National Planning Policy Framework which is my normal bedside reading but Theresa says I already recite the contents in my sleep and has recommended "A Handy Guide to Downsizing" as a more useful but less appealing read. Thank you all and everyone".

### **Pershore Broad Street**

And email has been received from Richard Fennell and circulated to all Councillors.

It had included a leaflet and information regarding the proposal to remove the trees in Broad Street and replace them with more appropriate species. Comments due by 30 November. Agenda item.

### **Member Conduct Committee 2 November**

Item 13. Parish Councillors and Register of Interests Forms

Quotes "The Monitoring officer circulated a list of parish councillors who had not yet completed their Register of Interest forms. A discussion took place as to the best course of action taking into account practice in other Local Authority areas and the sensitivity of the issue.

Resolved: A letter was to be sent to the appropriate Parish Clerk with a copy to the relevant District Councillor to request that the Clerk ensures that the outstanding forms are completed and returned".

Note: Birlingham Parish Councillors have all returned their forms.

### **Birlingham Village Hall**

A letter was received from the Hon. Treasurer on behalf of the Management Committee of the BVH thanking the Parish Council for the "annual" contribution of £500.

### **Jubilee Wood – picker and damage**

The Jubilee Committee had taken on the responsibility of the Wood and would look into the issue of the damage caused and also discuss this matter with the landowner.

### **Birlingham email news**

#### **Birlingham News 90 - 23 September**

After a busy few weeks, October looks set to be a quieter month.

In this issue:

1. Thanksgiving Service for the Life of Sarah Clode, 25th September
2. Harvest Festival, 4th October
3. St James's Church Services – October
4. Swan Inn Closure, 10th-19th October
5. Parish Council, 16th September

## 6. Planning Applications

### 5. Parish Council, 16th September

At its meeting on 16th September, Birlingham Parish Council discussed a number of issues, including the following:

- Steven Conder from Partridge Cottage, Lower End was co-opted to fill the vacancy on the Council.
- The deadline for return of the Village Survey has now passed and the results are being analysed prior to being presented at a public meeting in the next few weeks.
- The Millennium Map and case have now been repaired and will be reinstalled outside Birlingham Village Hall shortly.
- The Jubilee Committee have now purchased 25 trestle tables for use at village events. The New Homes Bonus contributed half the cost of the tables, which were used for the first time at the Flower & Produce Show.

Full minutes of the Parish Council meeting will be available shortly.

### 6. Planning Applications

The following planning application has been received by the Parish Council:

- [The Old Rectory](#), New Barn Lane: Internal alterations, additional windows, alterations to windows/doors (Listed Building consent). (Case No. 15/02185). Awaiting decision by Wychavon District Council.

### Birlingham News 91 - 3 October

A final reminder that the Harvest Festival takes place tomorrow.

In this issue:

1. Harvest Festival, 4th October
2. Cuppa & Chat, 7th October
3. Planning Applications

### 3. Planning Applications

The following planning applications have been received by the Parish Council:

- [The Old Rectory](#), New Barn Lane: Erection of a Garden Room (Case No. 15/02357). Awaiting decision by Wychavon District Council. (Consultation period ends on 23rd October.) Full details can be viewed on the Wychavon DC website
- [The Old Rectory](#), New Barn Lane: Erection of a Garden Room (Listed Building consent) (Case No. 15/02358). Awaiting decision by Wychavon District Council. (Consultation period ends on 23rd October.) Full details can be viewed on the Wychavon DC (Note that in the case of listed buildings, separate applications are required for the householder planning application and the Listed Building consent.)

### Birlingham News 92 - 17 October

The results of the Village Survey have now been analysed and the findings will be reported at a public meeting at the end of this month.

In this issue:

1. Village Survey Presentation, 29th October
2. Paddock Barn Salon Launch, 6th November
3. Remembrance Day Service, 8th November
4. Planning Applications

### 1. Village Survey Presentation, 29th October

The returns from the Village Survey have now been collated and analysed. There will be a presentation of the results at a public meeting at Birlingham Village Hall on Thursday 29th October, starting at 7.30pm. Come along and discuss the results with the Parish Council.

The Parish Council will be making a decision about whether to proceed with either a Neighbourhood Plan or Village Design Statement at their next meeting on Wednesday 18th November.

### 3. Remembrance Day Service, 8th November

The annual Remembrance Day Service on Sunday 8th November, held jointly with Eckington, Defford and Besford, will begin with a ceremony at Eckington Cross at 10.45am. This will be followed by a service in Eckington Church.

This year members of the Royal British Legion, representatives of councils and the police, and other representatives (who would normally gather on the Anchor car park to march to the memorial) are asked to meet and form up for the service at the War Memorial at 10.35am.

### 4. Planning Applications

The following planning application has been received by the Parish Council:

- **Land at Clock House**, Broadway Road: Proposed erection of single dwelling (Case No. 15/02344). Awaiting decision by Wychavon District Council. (Consultation period ends on 6th November.) Full details can be viewed on the Wychavon DC website

### Birlingham News 93 - 28 October

We are sometimes asked to include information from outside the village: for example, when Birlingham residents are helping to organise an event in a neighbouring village. To keep the email to a reasonable size, we do not normally include such items unless there is a strong village interest but they will usually be published on the Birlingham website Home page, [www.birlingham.org](http://www.birlingham.org), which currently contains one such example.

In this issue:

1. Village Survey Presentation, 29th October
2. St James's Church Services – November
3. Cuppa & Chat, 4th November
4. Bonfire Season Supper, 7th November
5. Remembrance Services, 8th & 11th November
6. Talbot Darts Team – Winter Season
7. More News from New Zealand
8. Be Seen at Night
9. Planning Applications

### 1. Village Survey Presentation, 29th October

A reminder that there will be a presentation of the results of the Village Survey at a public meeting at Birlingham Village Hall tomorrow (Thursday 29th October), starting at 7.30pm.

This is your opportunity to hear about the results of the survey and to discuss the creation of either a Neighbourhood Plan or Village Design Statement for Birlingham.

### 9. Planning Applications

Birlingham Parish Council November 2015

The Parish Council has been asked to comment on the following application:

- [Woollas Farm](#), Woollas Hill, Eckington: Conversion and extension of former MOD Radar Station to provide overnight accommodation to Deer Park Hall Weddings and Business Centre, and for use as a classroom/meeting room for wildlife and photography workshops (Change of use). (Case No. 15/01723). Awaiting decision by Wychavon District Council. (Consultation period ends on 6th November.) Full details can be viewed on the Wychavon DC website at Planning Register. (Not in Birlingham but the Parish Council have been asked to comment.)

The following planning application has been determined by Wychavon District Council:

- [The Old Rectory](#), New Barn Lane: Internal alterations, additional windows, alterations to windows/doors (Listed Building consent). (Case No. 15/02185). Approved. Full details and conditions can be viewed on the Wychavon DC website

The Parish Council comments are available on the website

Note that Wychavon District Council have changed the way planning applications are accessed. We are currently updating the links on the Planning Applications page of the village website ([www.birlingham.org/pc\\_applications.htm](http://www.birlingham.org/pc_applications.htm)) and these should be working again shortly. However, any links to planning applications in previous issues of Birlingham News will no longer work.

### [Birlingham News 94 - 31 October](#)

You are all invited to a Remembrance Service at St James's Church on Sunday 8th November.

In this issue:

1. Remembrance Service in Birlingham, 8th November
2. Village Survey Results
3. Birlingham News Delivery Schedule

#### [1. Remembrance Service in Birlingham, 8th November](#)

For the first time in many years, there will be a service at St James's Church on Remembrance Sunday, 8th November, beginning at 10.30am. The service will be conducted by Rev. Henry Morgan. This will be a Remembrance Service with Communion and we are sure that many people in the village will want to be involved in this local Remembrance Service.

Meanwhile, the ceremony at Eckington Cross begins at 10.45am on the same day. A wreath will be laid by Chris Reynard on behalf of Birlingham Parish Council and the ceremony will be followed by a service in Eckington Church.

There will also be the usual short Service of Remembrance on Wednesday 11th November at Birlingham War Memorial. The service starts at 10.45am and will be followed by coffee and biscuits in the Church.

#### [2. Village Survey Results](#)

The results of the Birlingham Village Survey were presented at a well-attended public meeting in Birlingham Village Hall on 29th October. Forty-five people were present as the analysis of each section of the survey was explained by Ian Yates, on behalf of Birlingham Parish Council. Thanks are due to members of the Parish Council and the Clerk, June Hiden, for the huge amount of work involved in putting the survey together, distributing it and preparing for the public meeting. Particular thanks go to Steve Conder (and Sarah) for collating and analysing the returns and to Ian for creating the presentation.

The primary aim of the survey was to canvass opinion on whether Birlingham should have a Neighbourhood Plan or Village Design Statement. The idea of a Neighbourhood Plan was rejected by 70% of those who replied, while a Village Design Statement was supported by 76%. These and other results will be discussed by the Parish Council at their next meeting on Wednesday 18th November. The

full presentation, along with explanatory notes, is now available on the village website at [www.birlingham.org/survey2015/index.htm](http://www.birlingham.org/survey2015/index.htm).

## [Birlingham News 95 - 11 November](#)

We have a report from Sunday's well-attended Remembrance Day Service at St James's Church. Meanwhile, we would like to remind you that there will be a short Service of Remembrance at 10.45am today (Wednesday 11th November) at Birlingham War Memorial, followed by coffee and biscuits in the Church.

In this issue:

1. Parish Council Meeting, 18th November
2. Christmas Fayre, 12th December
3. New Year's Eve Party
4. Bonfire Season Supper
5. Remembrance Day Service
6. Flower & Produce Show – Volunteers Needed
7. Pershore Broad Street Trees
8. Check Your Heating Oil Tank
9. Planning Applications

### [1. Parish Council Meeting, 18th November](#)

The next meeting of Birlingham Parish Council takes place on Wednesday 18th November at 7.30pm in Birlingham Village Hall. Among other items on the agenda, there will be a discussion about the results of the recent village survey and the proposal for a Village Design Statement (which was supported by 76% of those who responded to the survey). The Council will also be discussing its draft budget for next year. During the meeting there is an opportunity to express your views on local issues, so please come along.

The agenda for the meeting is available at [www.birlingham.org/pc\\_info/pc\\_agenda\\_2015-11-18.pdf](http://www.birlingham.org/pc_info/pc_agenda_2015-11-18.pdf) and the draft minutes of the previous Parish Council meeting on 16th September can be viewed at [www.birlingham.org/pc\\_info/pc\\_minutes\\_2015-09-16.pdf](http://www.birlingham.org/pc_info/pc_minutes_2015-09-16.pdf).

Please contact Dave and Clare Kew or Caryl or Kris Mills

### [7. Pershore Broad Street Trees](#)

Worcestershire County Council are proposing to replace the London Plane trees in Broad Street, Pershore and are asking local residents for their views. The trees were planted in 2002 as a replacement for earlier plane trees, which had become too large. Several options are available for the type of replacement tree; there is also an option to remove the trees altogether. As this is an important feature of our local town, we are sure you will want to express your views on the proposals. The closing date for responses is Monday 30th November.

The letter explaining the reasons for replacing the trees can be viewed at [www.birlingham.org/docs/broad\\_street\\_letter.pdf](http://www.birlingham.org/docs/broad_street_letter.pdf). The leaflet outlining the replacement options and including a questionnaire is available at [www.birlingham.org/docs/broad\\_street\\_leaflet.pdf](http://www.birlingham.org/docs/broad_street_leaflet.pdf). You can also complete an online questionnaire at [www.worcestershire.gov.uk/pershoretrees](http://www.worcestershire.gov.uk/pershoretrees).

### [8. Check Your Heating Oil Tank](#)

The Environment Agency have sent us information about checking your heating oil tank for leaks, as these can lead to pollution of water supplies. The information is available at [www.birlingham.org/pics/oil\\_tanks\\_2015.jpg](http://www.birlingham.org/pics/oil_tanks_2015.jpg).

### [9. Planning Applications](#)

The following planning application has been determined by Wychavon District Council:

- [Land at Clock House](#), Broadway Road: Proposed erection of single dwelling (Case No. 15/02344). Refused. Full details and reasons for refusal can be viewed on the Wychavon DC website at [www.e-wychavon.org.uk/pl/pl.exe?cs=15/02344](http://www.e-wychavon.org.uk/pl/pl.exe?cs=15/02344). The Parish Council comments are available at [www.birlingham.org/pc\\_info/pc\\_comments\\_15\\_02344.pdf](http://www.birlingham.org/pc_info/pc_comments_15_02344.pdf).

After we informed Wychavon District Council that the abbreviated links to planning applications were no longer active, they very quickly corrected the error. This means that links to planning applications in previous issues of Birlingham News and on the website are now working again.

#### [Amendment - Christmas Fayre, 12th December – Correction](#)

The Christmas Fayre on Saturday 12th December will be held in Birlingham Village Hall, not St James's Church as previously stated.