

Birlingham Parish Council

Minutes of meeting held on Wednesday 15 March 2017
at Birlingham Village Hall

Councillors:

Councillor Allen
Councillor Aston
Councillor Fitch
Councillor Hill
Councillor Morris
Councillor New

Present:

District Councillor Davis and the Clerk

Welcome

The Chairman said good evening, how nice it was to see everybody and welcomed everyone to the meeting. It was the last meeting for the Chairman after ten years' service as he has advised the Parish Council of his intentions to stand down.

1. Apologies for absence

Apologies were tendered by Councillor Yates who was attending a private engagement. The apologies were accepted. Also, apologies were given by County Councillor Hardman, the Footpath Warden, the Lengthsman and the Tree Warden.

2. Declaration 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.

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.

There were declarations from Councillors Hill and Morris regarding the Jubilee Committee item and Transparency Fund and Councillors Allen and Fitch with reference to Birlingham Village Hall discussions.

3. Minutes of the Previous Meeting

The Minutes of the meeting held on 18 January 2017, a copy of which has been circulated to all Councillors were agreed as a true record and duly signed by the Chairman.

Democratic Opening

The meeting was adjourned for public question time. There was nothing to report.

4. Progress Reports

- a) Footpaths
 - i. Worcestershire County Council Footpath Warden report completed.
 - ii. Footpath 511 (Withy Walk) signpost cleared.
- b) Tree Warden – no further updates at this time.
- c) District Councillor

Councillor Davis spoke on behalf of the District Council wishing Councillor Morris all the best on his travels and thanked him for his service.

- i. Council tax revenue has increased by 2% which is £2.35 for a Band D property.
- ii. The waste recycling contract was changing after 23 years. Focsa were being replaced by Serco in September. Malvern Hills District Council are not joining the new service. The new contract has a saving of £200,000 per year.
- iii. £58m in reserves.
- iv. New Homes Bonus protocol was changing.
An application has been received by the Parish Council. This has the principle approval of Councillor Davis but he advised that this should go out to parishioners for consultation. He could support an amount below £1,000 but over that value the Localism Panel would have to be advised. It was important to use the NHB money as there was no guarantee of its future.

The Chairman thanked Councillor Davis for his good wishes. He then thanked the Councillor for his time in attending nearly every meeting.

- d) County Councillor

In this written report, Councillor Hardman wished the Chairman a "Bon voyage".

The Councillor stated that there was not much to report, since the County was in a rather quiet state ahead of the elections in May.

- i. Councillor Hardman advised that the Waste to Energy plant has been finished ahead of time and under cost and is now in action. He said that users of the main road will notice a considerable drop in numbers of Hereford waste lorries heading to the landfill.
- ii. He has advised that Severn Waste are no longer offering grants as there is no land fill tax and therefore no monies to pass on.
- iii. He said he hoped the road repairs went well and the road is more level. He will come out tomorrow and have a look at the work as he likes to see the results on the ground.

- e) Clerk - [Appendix 1](#)

Note: Lengthsman reporting included in Clerk's Report.

5. Planning

- a) Current applications pending
 - i. 17/00320/CLU - Peacock Cottage THE PIGSTY, Lower End WR10 3AD

Application for a Lawful Development Certificate (Existing) - the use of the garden and grounds (as outlined in red on the attached plan) ancillary to the holiday let accommodation at The Pig Sty (formerly known as Peacock Cottage) in breach of condition no. 3 attached to planning Permission 81/00241

Parish Council comments: Discussion took place. The evidence given to the authority should determine the lawful use of the site.

ii. 17/00270/FUL - Peacock Cottage THE PIGSTY, Lower End WR10 3AD
Two storey extension to Peacock Cottage as approved under planning permission ref no. W/15/00223/PN - but without compliance with Condition 4 (preventing the occupation as an independent dwelling)

Parish Council comments: Discussion took place. This application should not set a precedence. It should not be a permanent residential home. There had been consistent concerns regarding this development becoming a separate dwelling and it should not be approved outside the development area. There was concern regarding extra traffic. The Parish Council were not in favour of the proposal. This was a holiday let and annexed to the main house. It should remain within the curtilage of the main house. Vice-Chairman and Clerk to finalise a comment and circulate to all Councillors for agreement.

iii. 17/00230/CU - The Manor House, Lower End, Birlingham. WR10 3AD

Use of land for equestrian and construction of stabling block and access - as approved under planning permission ref no. W/11/00443/CU but without compliance with condition no. 12 (to revise restrictions relating to the storage of vehicles and horse boxes).

Parish Council comments:

Birlingham Parish Council has sought clarity on the new planning application (ref 17/00230/CU) which effectively seeks the same as the previous refused application (ref 16/02864), but now seeks to only change condition 12, rather than seeking to amend conditions 4 and 12 as per the previous application.

Condition 4 relates to ensuring the stables are not used commercially.
Condition 12 states that there should be no storage of horseboxes or vehicles.

The applicant is seeking to not comply with condition 12, so that vehicles can be stored within the stable but not externally.

The application was previously refused because the applicant was trying to change the use of the land to a garage and the local authority considered an amended application was required.

The Parish Council received comments from several residents concerned about the previous refused application (16/02864), because the change represented a change of use to that of the original consent (a stables).

The Parish Council notes residents' comments and wishes to draw Wychavon's attention to the original approved permission and associated conditions, given the site's location within the conservation area and outside the development boundary.

b) Current applications approved/refused

i. W/16/02864/CU - The Manor House, Lower End, Birlingham, Pershore, WR10 3AD

Change of use of land to equestrian to include construction of stabling block and access - as approved permission W/11/00443/CU but without compliance with condition no. 4 to allow the paddock and table, or part thereof, to be used on non-commercial terms, and condition 12 to allow the parking or storage of vehicles by the owners of the site.

REFUSED – 1 February

- c) Procedures/guidelines – The Chairman has drafted and updated the Procedures and passed them to Councillor Fitch for checking, improvement and circulation to all other members. The Procedures need to be agreed and adopted at the May meeting.
- d) Weekly Planning Lists – notification from Wychavon District Council that the report now runs alphabetically in Ward name order not in ward number order as previously.
- e) Enforcement Matters
The Parish Council has been informed of the following alleged breaches of planning by the Enforcement Department at Wychavon District Council:

The Old Shop, The Avenue

- i. New driveway, hard core and gravel area

Quotes, "I am aware that the rear access to the property has been in existence for many years therefore a new access has not been created and planning permission is not required. If, as you say, the land where the gates have been erected and gravel has been laid does not belong to the owners of The Old Shop then this is a civil matter and not a planning breach".

Mr Devenish has accepted that it is not his land (known as The Pound) and planning is also not required.

Avonside Cottage, Berwick Lane

- ii. Stable Block

Quotes, "I would advise that I have visited the site and can confirm that the stable has been built within the domestic curtilage of the property. The owner wrote to the planning department to ask for advice prior to erecting the stable. No further action will be taken".

Woodfield Farm

- iv. Siting of caravans

Quotes, "Following a site inspection it was established that a number of static caravans had been installed adjacent to the main site for the purpose of seasonal worker accommodation. After consultation, it is deemed that the permanent siting of caravans require the benefit of planning permission. I have corresponded with the owner of the site with a view to regularising the situation and invited the submission of a planning application. I can advise that the caravans have been removed from Hall Farm (8) and new ones installed at Woodfield Farm so that all seasonal worker accommodation is consolidated within one site".

6. Financial Matters

- a) The Accounts for 2016/2017
 - i) Bank balance is £6,435.84 as at 31 January 2017 and shown on the spreadsheet. The forecast deficit for the year has occurred because of the Millennium bench repairs.
 - ii) Receipts –
 - £198.00 – Worcestershire County Council
 - iii) Payments agreed: –
 - £32.99 – Clerks expenses (Oct, Nov, Dec 2016)
 - £21.00 - Birlingham Village Hall hire for Village Design Statement (2 hours at £7.50 plus projector at £3.00)
 - £180.00 - Lengthsman for November 2016
- b) Future payments for consideration
 - i) Birlingham Village Hall (BVH) - room hire. How bookings are dealt with and paid for.

The website was not working. Hallmaster the booking system for BVH will only accept online bookings and payments. The rate per hour online is £7.50 and the rate otherwise is £9.00. Birlingham Parish Council will therefore pay £9 per hour. The Financial Support Officer supported the Clerk in her decision to continue to pay by cheque for auditing purposes. It was suggested however that a standing order could be set up.

Birlingham Village Hall - projector hire:

Use and cost of the projector hire is noted as £3 per hour.

- li) £612.00 – Lengthsman (January 2017)
- iii) £147.00 – Lengthsman (February 2017)

The Lengthsman Scheme is confirmed by Worcestershire County Council as continuing and the budget is £1,780.00 for the next financial year which is the same as the previous year.

iv) £380.00 – repairs to Millennium Bench

Current costs for additional ground works and future maintenance costs of the bench, for example topsoil. Discussion at Item 8.

v) Clerks pay, PAYE and standard expenses

vi) Wychavon Sports would be supported.

An invitation has been received from the Secretary of Wychavon Sports asking Birlingham to be involved again in the Wychavon Parish Games. There are the usual events and also dates for the one-day events.

At the end of this financial year the provisions will have transfers taken from the Free Reserves.

- c) Savings Account. The Chairman reported that he has spent hours on the phone to Lloyds Bank sourcing a savings account and that the rate of interest is 0.05%. There is online access to the account. The Chairman will get the mandate form and signatures. This will have to be reviewed when the signatories are accepted.
- d) Bank mandate – Councillor Aston is to be added as a signatory. The mandate has been sent (9/3/17).
- e) Printer/ scanner for the Clerk – Transparency Fund agreement

It has been agreed that a printer/scanner is applied for through the Transparency Funding available. This fund is money provided by the Government to help with the costs of complying with the new legislation. The application has been acknowledged by CALC (26/1/17) and passed to NALC for consideration.

The Transparency Fund application also includes the website charges for the setting up and running cost by the Jubilee Committee for putting Parish Council information on its website. This section on the site is for specific Parish Council business (minutes, agendas, planning applications, accounts etc.) To comply with the legislation, a lot of work must be done in making the Parish Council section completely separate and ensuring it contains all the required information.

The Jubilee Committee will be charging the Parish Council for the conversion costs (which will be claimed back from the Transparency Fund) and is estimated to be £300. There will be an invoice from the Jubilee Committee for its services and development in setting up a Parish Council page and the services of the web developer.

Just at the time of this meeting the application has been successful saying that the amount applied for of £1,096 has been granted.

To conclude; the Clerk can now source a computer and printer/scanner to allow documents to be made public. The Jubilee Committee invoice is to be sent in due course.

- f) Information Commissioner's Office (ICO) registration – to be added at a cost of £35.00. The Clerk has applied online and has paid for the registration. This will be reimbursed through Clerk's Itemised Expenses.
(Under the Data Protections Act organisations that process personal information need to register with the ICO. For the Parish Councils sake in saving costs in the long term; NALC advised it is best to register).
Application A8171790 reference 07CB/0E00153

7. Traffic Survey / speeding

Councillor Aston and the Clerk gave an update. There has been two suggestions from residents regarding the speeding and use of the New Homes Bonus. One was to put 'gates' on the three entrances to the village on the main roads and/or signs saying 'Welcome – please drive carefully'. The second for traffic calming measures in the Upper End. This was being noted but the New Homes Bonus works on a 50/50 basis so this would have to come through a group or organisation. The speed stickers are being sourced and a speed enforcement 'statistics' action has already taken place. Councillor Aston has circulated a report. This will be appended to the minutes.
Appendix 2

- Councillor Aston to continue to report and champion this matter.

8. Millennium Bench

The bench has been raised and stained. More top soil was required to finish levelling the ground around the bench. Clerk to ask the Lengthsman. The bench will require regular checks and it will require painting in a couple of years again. This needs to be monitored. In future, a decision will have to be made again on its maintenance. Chairman to seek advice from Mark Smith.

The manhole in the village green is sunken in comparison to the level of the bench. Clerk has met with Worcestershire County Council Highways (8/3/17) and there has been an agreement that the brick level of the manhole and its cover will be raised. This is due to take place next month.

9. Village Design Statement (VDS)

The Chairman updated the members. The Chairman had met with Councillor Yates to look at the material from the workgroups. Each VDS working group has produced a report and these contain duplication. It was concluded that it would be too difficult for the Chairman and Councillor Yates to both work on the document. Councillor Yates who is leading the VDS will create the first draft. He has spent two days editing these so far. The planning guidelines must be gleaned out of the documents and this is some time off. The draft document should be available by May to the Parish Council before going to publication. Councillor Allen has volunteered to proof read and make sure the document makes 'sense'.

Councillor Morris will remain with the project. The draft document will be brought to the next meeting. Once it is published it is hoped it will then be available on the parish website on the Parish Council page. There should be an event for the village to take a hard copy.

- Councillor Yates, Councillor Allen and Councillor Morris as champions.

10. Pedestrian Route to Pershore

Due to overhanging shrubbery and the uncut verges the footpath is not accessible to pedestrians so it has been reported again. The Route is to be brought to a future meeting.

11. Litter Pick

The litter pick in March was postponed due to the bad weather. This has been rescheduled to Sunday 9 April at 2pm. Wychavon District Council has been informed and will collect the rubbish bags on Monday 10 April. The authority has also sent a disclaimer for information which will be completed by the volunteers on the day and returned to the authority for reference. Clerk to action.

12. Telephone Box

A request/questions have been received from the Flower and Produce Show Committee (F&PS). Firstly, that the F&PS Committee could 'freshen up' the inside of the box and secondly that the outside needs some care. The kiosk needs a coat of paint and some of the panes of glass need replacing. If it was something that the Parish Council have responsibility for but are unable to do,

is it something the F&PS Committee can do?

The Parish Council wish to keep control of the kiosk. It does need to be preserved. The glazing should be tempered. It was agreed that the box did need repainting. Councillor New was getting quotations on the price of 'pillar box red' paint which could be used to refresh the kiosk. The members suggested that the inside can be worked on by the Committee but the outside would have to be consulted on by both parties.

13. Parish Council Chairman's Group

A letter has been received from Cropthorne Parish Council asking parish council's in the Wychavon area if there is any interest in forming a Chairman's Group for issues such as enforcement, traveller sites expansions, excessive volumes of housing, broadband – non-existent or poor service and poor public transport service. Maybe there is better action by working together and forming a Parish Council Chairman's committee that could raise critical issues when necessary, with the Senior Wychavon Executives, as individually we seem to be ignored.

The members agreed that this is a good idea. The Chairman or Vice-chairman will be the representative for Birlingham. Clerk to inform Cropthorne Parish Council that it is willing to attend an initial meeting and that the attendee is to be Councillor Hill.

14. Annual Parish Meeting

The meeting date for the Annual Parish meeting was agreed as Wednesday 10 May which is a separate night to the Parish Council meeting. Although a provisional venue has been booked it was agreed that the Birlingham Cricket Clubhouse should be used. Clerk to arrange with the Club. The set up will be 7pm with the meeting starting at 7.30pm.

Invitations will go out to organisations. The idea is a way of giving village groups the opportunity to pass on information about what they do. It was considered that 5 to 10 minutes giving aims and objectives in the presentation. This is to be advertised in the Birlingham News. An invitation will go out to organisations from the Chairman Designate.

Councillor Morris will present a report for his last year in office.

15. Councillors' reports and items for next agenda

- New Homes Bonus – Councillor's aware that an application has been received from Birlingham Cricket Club for a refurbishment of the toilet facilities. The application fits with the conditions of the NHB and therefore in principle would receive support. Bring to next meeting but meanwhile advertise the application to start the process. Clerk to action.
- Resignation of Chairman, Councillor Steve Morris.
The Chairman has completed ten years on Birlingham Parish Council and felt it was time to take a break. He said it has been an interesting ten years and that he would have carried on until the next election but a change in lifestyle would not allow him to do so. The Chairman is the longest serving Councillor. He said this was his 60th meeting.

It was now a very different Council from twenty years ago and is open to new ideas.

He thanked everyone very much. He thanked Councillor Hill for his financial assistance and the Clerk for her help.

Councillor Hill thanked the Chairman for all that he had done and achieved for the village. He has helped with setting up the Birlingham News, assisted with the Jubilee Committee and The Bystander magazine. The village owes Councillor Morris a lot for what he has done. A small presentation was made to Steve Morris as a token of the Councils appreciation.

16. **Closure** - with nothing further to discuss the meeting closed at 9.20 pm.
The next Parish Council Meeting is on Wednesday 17 May 2017 at 7.00pm.

Signed: **Councillor Steve Morris, Chairman**

Date:

Appendix 1 - Clerk's Report

Lengthsman & highway reporting

Duties have included:

- Clearance of The Avenue to 'repair' verges
- Around the Church – clearance of verges
- Church Lane – repair and clearance of verge

Reports to Highways:

Number 256502

Upper End - 30 mph repeater missing

WDC update:

19/1/17 - Thank you for your enquiry regarding the missing repeater sign along Upper End. We inspected the site on 19 January 2017 and have raised a four-week order, number CEN/37095 to re-new the missing sign. The road will continue to be monitored as part of our routine inspection regime.

Number 267822 - 27 Jan

The Old Dairy - Reported the 'cliff face' at the edge of the road near The Old Dairy where the verge has collapsed. A small cone is in place temporarily.

WDC update:

14/2/17 - Our Contractor has now advised that these works have been completed.

Number 267823 - 26 Jan

Maryworth Barn - The gully outlet outside Maryworth Barn - completely blocked. I have dug out the gully but the inlet and outlet are silted up.

WDC Update:

13/02/17 - This gully has been identified as requiring maintenance and has been logged on the highway drainage asset management system, any necessary action required to resolve the problem will be carried out as a priority.

14/2/17 - Our Contractor has now advised that these works have been completed.

Number 283036

Berwick Lane – large potholes

WDC update:

02032017 thank you for the information this has been passed to our contractor for repair.

[Road Safety](#)

SNT Pershore Rural South and Rural North

- Wheelie bin stickers – question asked as to how many stickers would be required. 155 requested one for black waste and one for green recycling for each household.
- Safer Road Partnership is unlikely to position a camera van or bike in the area but they will provide the stickers.
- The SNT can carry out speed monitoring / enforcement so will action the parish council request.

Eckington Road drainage / flooding issues

Report 245271 – (previously reported by resident) Clerk reported

16 Jan

WDC update quotes *"I have got Birlingham – Eckington Road and A4104 – on our to do list for DJS. They are currently working through a back log of surveys but should attend by the end of the month if not before."*

27 Jan - WDC update from Highways quotes, "Jetting crew will drop on to that site towards the end of the month. They would have gone there sooner but are needed urgently elsewhere in the county at a similar winter hazard location".

Defford Road – Tiddlesley Wood towards Pershore

Reported again – number 287461 - overgrown Shrubbery issue

[Planning Weekly Lists](#)

Circulated to all Councillors. An email was received from the Planning Support Services Manager at WDC which quotes, We will shortly be back up and running to view our weekly lists following the recent IT changes. However, please be mindful that the report will now run alphabetically in **Ward name order** not in ward number order as they were previously".

[The Village Green](#)

Reference Number 271602

Report Type: Highways, Drainage or Flooding

The manhole has sunk and if the ground level is to be raised to accommodate the repairs to the bench the manhole needs to be heightened.

26/2 (3 weeks have passed) FOLLOWED UP BY report number 282273 as there has been no action on the WCC website

There has been an update to the Highway issue you reported at RECTORY LANE

There is a manhole / inspection cover in the village green. The Millennium Bench sited around the plane tree on the green is to be raised as the tree roots are affecting the bench and parts of the green including the manhole. The manhole needs to be raised as it has sunk and if the ground is raised the manhole will be unusable. The roots are under the road and possible effecting the highway drainage system in the road between the green the church yard. Willing to meet someone on site when an inspector comes out. The bench is due to be raised next month. Can this be looked at urgently.

WDC update:

27-FEB-2017: Thank you for your enquiry, I have sent you an email to make an arrangement for a site visit.

06-MAR-2017: Thank you for your enquiry. Site meeting has been arranged for Wed 8th Mar, Highways Liaison Engineer to attend.

8 March – Clerk and Highway Engineer have meeting on site.

[Road Closures – Temporary Order 2016](#)

Church Street

A copy of the Public Notice was posted on the village notice board and would also be published in the appropriate local newspaper by Worcestershire County Council.

The closure is required in order to carry out some carriage way patching works. The Infrastructure Asset Manager informed that the works should be completed within the day (planned to be 6th March, but may differ due to weather) and access to properties should be maintained.

Pedestrian access shouldn't be affected and general vehicle access should be available from either end of the street to the point where the works are being carried out.

Information to be put onto the parish website.

The Swan Inn has been notified and has acknowledged. If the works are carried out on 6 March as scheduled the pub will be closed so will not therefore be effected.

Lower End

Closed for one day in February for works by STW.

[Damage by lorries](#)

29/1 - Email Clerk to Revills

It was witnessed that a Red Star lorry was getting confused (from the company Prima Frio). Having come from New Barn Lane (ignoring the no-lorries sign presumably) the lorry stopped by the war memorial, reversed up and came back round by the church. Unfortunately, a car was parked there so it had difficulty getting past and churned up the edge of the green. Photos attached. Perhaps you can make contact and tell them we will soon be renovating the green so don't want it to happen again?

Also, we have received complaints about The Avenue and into the Upper End being cut up. The villagers are not happy generally with the HGV's as I am sure you are aware and this is not being helped with the mud being displaced onto the highway but the lorries. The Lengthsman does what he can under his duties but is not there to shovel up lorry damaged verges.

Can I pass a message back to the Parish Councillors and therefore villagers of your intentions in this matter?

1 / 2 REPLY:

Thank you for your email.

We are now in process of contacting the haulage company to ask them to make sure their drivers are aware of the restrictions entering the village. They are usually very responsive when we make these requests, although we do know that, in common with most of Europe, the drivers are quite often temporary and do not work solely for the company they may be driving for, this means there is usually a different driver each delivery, hence the lack of knowledge regarding the public roads around the village.

On this occasion, we believe that probably the SAT NAV directed the lorry onto New Barn road rather than the main route, once the lorry had turned onto this road, again we presume the driver has ignored or not seen the NO HGVS sign, once a lorry enters New Barn road it's very difficult to turn around.

As you know, we have signs erected on our land directing traffic destined for our yard placed at regular intervals on the main route through the village to try to help to ease the situation. We wonder if it is possible for the Parish Council to suggest other signage that can legally be displayed, for example on the Eckington road, prior to turning onto New Barn road, or at the end of Broadway Road to stop lorries turning back down into the village. We appreciate that as the roads are public then it applies to all road users, therefore would not be something we could erect ourselves on the council highway.

Kind regards
James Revill

15 February - update you on the below.

I have attached some correspondence for the Parish Councils information. These documents have been sent to all hauliers that deliver produce to the Red Star site.

We are currently seeking advice with regards signage and will keep you updated on this.

TO ALL TRANSPORT AND HAULAGE COMPANIES VISITING OUR SITE

We are writing to ask for your help and co-operation when visiting our site in Birlingham. We are situated in a small village approximately 10 miles off junctions 6 & 7 of the M5 motorway.

The roads leading to our site pass through the village and in some cases are only single track.

Unfortunately, there have been instances in the last few weeks where drivers have been following SAT NAV directions and are led down a lane where HGV's are prohibited. We believe the drivers concerned do not see the signs until they have entered the lane, by which time they are unable to reverse back on to the main road, there is nowhere for them to turn around as it is a single-track road so they are forced to continue on the prohibited road in search of an alternative route.

There has been damage to roadside verges, kerb stones etc. and whilst the majority of drivers are careful and considerate, on occasions the damage has caused distress to the villagers. We have had instances when a particular driver/haulage company has been identified and we have been able to report back directly to that haulage company to ask for assistance on these occasions.

Attached to this notice is a map outlining where we are in relation to the main road and also indicated in red is the 'PROHIBITED ROUTE' which we hope will help your drivers to avoid this road and use the advisory route into the village which is highlighted in blue.

We trust you will appreciate our reasons for taking this course of action as we take very seriously any complaints made and try to act in the best way for all parties concerned.

If you have any concerns or questions, please do not hesitate to contact us.

15.02.17

[Precept](#)

The precept request for £5890 has been sent to Wychavon District Council

[Minutes of the Village Hall](#)

For note:

The Treasurer's Report

	£
Balance at Bank: 26 January 2017	6,848.17
Receipts since 24 November 2016	1,322.35
Expenditure since 24 November 2016	1,751.26
Petty Cash Balance	1.82

Annual General Meeting is to be held at 7.00 pm on Thursday 23 March 2017

Online incentive: The current offer has been abandoned. From 1 April 2017 users who wish to take advantage of the discount rate must pay electronically.

[Block bookings for BVH for 2017 – 2018](#)

5 February - Clerk to Chairman

At the Parish Council meeting, next month, the payments will be agreed and a decision made on whether to continue with the village hall and its costings. Steve Morris will stand down as Chairman at that meeting. As you have said the PC do not embrace electronic payments and as Clerk I will not be using my time for this for auditing purposes as advised to me by the Council Association. I will wait to see what is agreed at the PC meeting and how the use of the hall and payments will be done.

Meanwhile, I would appreciate your assistance in getting the provisional bookings onto the website calendar.

Parish Council Meetings

2017 - **17 May 19 July 20 September 15 November**

2018 - **17 January 21 March**

Meeting starts at 7pm

Set up 6.50pm finish after clearing at 8.50pm (2 hours)

REPLY: 20 Feb - Email from Chairman of BVH to Clerk trying to do a multi booking on the Village Hall website

Quotes,

"I have no idea why you could not make the bookings. I have copied Ken into this as he may have a better idea as to the problem.

I have made all of the bookings for you and you should have received the confirmation automatically. As agreed with Steve I will wait until the PC have decided how the payments are to be made before we issue an invoice".

[Footpaths](#)

Report: Footpath by The Old Rectory believes the enforcement officer has reported, "someone had reported the path had been misaligned in error by the new owner and the correct route is being restored. I have taken the opportunity to replace the stiles with gates as it seemed a nice walk."

Footpath Warden to monitor

[Future of the NHS in Worcestershire – Wychavon Area Meeting](#)

To: Wychavon Member Councils

Dear Colleagues,

You may have seen in the Update that Worcestershire Clinical Commissioning Groups are currently consulting on the future of hospital services in Worcestershire. Cllr Mrs Margaret Rowley, Our Wychavon Area Chairman, has been able to secure speakers to come to the next area meeting on 1st March to explain the proposals.

Margaret says:

Concerns over health service provision in Worcestershire have prompted Wychavon Area CALC to invite representatives of the NHS service providers to attend their next meeting on Wednesday 1st March. Lucy Noon, Project Leader, will give a presentation on the Future of Acute Hospital Services. Worcestershire Clinical Commissioning Groups are currently consulting on the plans which can be seen at www.worcsfuturehospitals.co.uk.

Sue Harris, Director of Strategy and Business Development with Worcestershire Health and Care Trust will also attend with Gary Morgan, Head of Communications, to talk about the Herefordshire and Worcestershire Sustainability and Transformation Plan which is also out to consultation (see www.yourconversationhw.nhs.uk). The draft plan which was launched on 22nd November 2016 with the key vision of 'joined up care underpinned by specialist expertise and delivered in the best place by the most appropriate people'. The emphasis is on healthy living and self-care, along with more people being cared for at home, resulting in fewer admissions to hospital and shorter stays in hospitals. The proposals include the closure of beds in community hospitals across the two counties, but the retention of the same number of beds in the acute hospitals.

The meeting is at 7:30pm in the Committee Room at the Civic Centre, Queen Elizabeth Drive, Pershore WR10 1PT (please use the rear entrance). Come along to find out more about the future of health services in Worcestershire and add your council's voice to the debate.

This is bound to attract a greater than usual attendance, so please let me know who will represent your council at the meeting to ensure a place.

Executive Officer,
Worcestershire County Association of Local Councils

[Future of Community Infrastructure Levy Charging Schedule – Consultation on Revisions to the Regulation 123 List post Examinations](#)

14 February

Dear Sir/Madam

Community Infrastructure Levy Charging Schedule – Consultation on Revisions to the Regulation 123 List post Examination

On the 27 January 2017 the South Worcestershire Councils (SWC) received the final report into the Community Infrastructure Levy (CIL) Charging Schedule from examiner Mr Roger Clews of The Planning Inspectorate following the hearing held on 29 November 2016. The report concluded that, subject to modifications, the CIL Charging Schedules for Malvern Hills, Worcester City, and Wychavon provided an appropriate basis for the collection of the levy in each SWC area.

In reaching that conclusion the examiner has made a number of recommendations, based on matters discussed at the hearing which the examiner believes are necessary to make the Charging Schedule 'sound' prior to separate adoption of the CIL by the SWC later in the year. The modifications are set out in Appendix A of the examiner's CIL Report, which is available to view online at the following address: http://www.swdevelopmentplan.org/?page_id=12967

[Consultation on Revisions to the Regulation 123 List](#)

The SWC are taking the opportunity to revise the Regulation 123 List, to both reflect specific changes resulting from the examiners modifications and to seek changes based on material considered during the overall examination process.

There is now a six-week opportunity to make any comments on the revised Regulation 123 List commencing on 13 February 2017 and concluding at 5:00pm on 27 March 2017.

Following the conclusion of this consultation, a final CIL charging schedule will be produced, incorporating the examiner's modifications, the revised Regulation 123 List and all of the previous modifications to the Charging Schedule into a single document that will be considered by each of the SWC at the respective Council meetings when adopting CIL. Further notification of the adoption of CIL in South Worcestershire will follow once these meetings have occurred.

How to Comment

Please note that this is not an opportunity to comment further on the examiners modifications to the Charging Schedule but [specifically on revisions now proposed to the Regulation 123 List.](#)

Copies of the documents, including response forms, can be viewed and downloaded via the following web address: http://www.swdevelopmentplan.org/?page_id=13260

For background context on the CIL process and the associated evidence material, please use the following web address: http://www.swdevelopmentplan.org/?page_id=11266

Alternatively, the consultation documents can be viewed at the following locations: County Hall, Wychavon District Council Offices (Persnore), The Hive, Malvern library, Tenbury Wells library, Upton-upon-Severn library, St Johns library, Warndon library, Persnore library, Evesham library and Broadway library.

Comments can be made from Monday 13 February 2017 to 5:00pm on Monday 27 March 2017 via the following means:

Email contact@swdevelopmentplan.org

Post South Worcestershire Development Plan, c/o Wychavon Civic Centre

Representations must be received by 5:00pm on 27 March 2017. Any representations made after that date and time will be considered "Not Duly Made" and will not be taken into account.

Please note that your comments cannot be treated as confidential and will be available as public documents.

Fred Davies
Acting SWDP Project Manager

[Worcestershire Minerals Local Plan: third stage consultation reminder](#)

An email was received and forwarded to all Councillors giving a reminder of the 8 March deadline. The Chairman asked for any comments. As follows:

We contacted you in December 2016 to let you know about the Third Stage Consultation on the Minerals Local Plan being prepared by Worcestershire County Council.

The Council's current policies are set out in the 1997 Hereford and Worcester Minerals Local Plan, which is dated and needs replacing. Once completed, the new Minerals Local Plan will be used by the County Council to guide where mineral workings should be developed and to make decisions about planning applications for mineral extraction and processing in the county.

This is the third consultation on the emerging Minerals Local Plan. The consultation document is more detailed than in the previous consultations and sets out proposed policy wording and site allocations to enable you to comment on the principles of the plan and the specific issues it seeks to address. Responses will be taken into account in the preparation of the Proposed Submission Version of the Minerals Local Plan. Once this is prepared there will be a six week consultation which asks whether the plan complies with national requirements and legislation. The Council will then submit the plan to the Secretary of State who will appoint an independent inspector to examine the document.

[New Homes Bonus – revised figures for parishes](#)

An email was received from Strategy and Communications at Wychavon District Council as follows:

We've just published your revised New Homes Bonus figures for Years 2 to 5 on our website. Thank you for bearing with us while we did the recalculations and tested the system that populates the website.

Click here https://swict.malvernhills.gov.uk/sw2nhbparishdatawdc/wdc_parishlookup.jsp to view the figures for your parish. The amount you currently have available to draw down is unchanged, but the remaining balance for future years has reduced as follows:

Years 2 and 3 - reduction in annual payments from six to five years

Years 4 and 5 - reduction in annual payments from six to four years

Please be aware that the amount available to draw down excludes any monies we have approved but not yet paid to you.

The next tranche of any Years 3 to 5 New Homes Bonus you are due will be available to draw down after 1 April 2017.

We are about to start work on looking at options for spending Year 6 and Year 7 New Homes Bonus. When we have developed a new Protocol we'll let you know.

Please pass this email on to your Parish Councillors.

[Supplementary Planning Document \(SPD\) Consultations](#)

Three new six-week consultations on planning documents supporting the South Worcestershire Development Plan (SWDP) will open on 13 February 2017, these are:

South Worcestershire Residential Design Guide SPD
South Worcestershire Water Management and Flooding SPD
Renewable and Low Carbon Energy SPD

Further information on the three SPD consultations, including background papers and Response Forms, are available on the SWDP website at www.swdevelopmentplan.org. The consultations conclude at 5.00pm on Monday 27 March 2017.

Details of the three consultations are:

South Worcestershire Residential Design Guide SPD

The SPD will provide additional guidance on how the SWDP design related policies should be interpreted. It is aimed at built design professionals, e.g. architects, urban designers and developers but it will also be of relevance to anyone else with an interest in the delivery of quality residential design and public spaces. If you have any questions contact Andrew Ford on 01386-565362 (andrew.ford@wychavon.gov.uk).

South Worcestershire Water Management and Flooding SPD

The SPD will set out advice and guidance on the implementation of the water management policies within the SWDP. If you have any questions, contact Angie Matthews on 01386-565187 (angie.matthews@wychavon.gov.uk)

Renewable and Low Carbon Energy SPD

The SPD will set out guidance on the implementation of Policy SWDP27 which requires all new developments to incorporate renewable or low carbon energy to meet at least 10% of the developments predicted energy requirements. The SPD will also provide advice on the issues that need to be taken into account to ensure that stand-alone renewable and other low carbon energy schemes are appropriately located and designed.

The SPD will be of particular relevance to those involved in the design and delivery of new development in south Worcestershire, and anyone involved in the installation of renewable and low carbon energy technologies.

If you have any questions, contact David Clarke on 01684-862370 (david.clarke@malvernhillsgov.uk)

How to Comment

Comments can be made using the Response Form via the following means:

Email: contact@swdevelopmentplan.org

Post: South Worcestershire Development Plan
c/o Wychavon Civic Centre
Queen Elizabeth Drive
Pershore
WR10 1PT

Comments should be received by 5:00pm on Monday 27 March 2017, and any representations made after that date may not be considered.

Please note that your comments can not be treated as confidential and will be available as public documents.

Fred Davies,
Acting SWDP Project Manager

Birlingham News

Birlingham News 124 – 25 January

You have a chance to comment on the new Worcestershire Local Transport Plan over the next few weeks, with a roadshow in Pershore today – full details below.

In this issue:

1. Worcestershire Local Transport Plan – Public Roadshow, Wednesday 25th January
2. Cuppa & Chat, Wednesday 1st February
3. St James's Church Services – February
4. Birlingham Photography Club, Tuesday 7th February
5. Parish Council Report
6. Help Needed at St James' Church
7. Village Design Statement – Update
8. Village Break-in

1. Worcestershire Local Transport Plan – Public Roadshow, Wednesday 25th January

The Public consultations for Worcestershire's next Local Transport Plan (LTP4) are now underway, details of which can be viewed at <http://www.worcestershire.gov.uk/LTP>.

We have received late notification of the public roadshow in Pershore, which takes place today (Wednesday 25th January) in Pershore Town Hall between 10.00am and 12.00 noon.

Questionnaires are available from libraries, council HUBs and the public roadshows, to be returned by Friday 17th March.

5. Parish Council Report

At its meeting on 18th January, Birlingham Parish Council discussed a number of issues, including the following:

- The war memorial on the village green has now been listed. As a result, grants for its future maintenance will be available.
- Now that work on laying underground electricity cables is complete, Church Street is to be resurfaced this financial year.
- The Parish Council has set its budget for the coming year. The Parish Council levy on Band D properties will be £34.16, an increase of £3.38 per year.
- The Safer Road Partnership (part of West Mercia Police) will be carrying out speed monitoring and enforcement in Upper End over the next few weeks. In addition, they will be providing 30mph wheelie bin stickers for all residents.
- This year's litter pick will take place on Sunday 5th March – more details later.

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

7. Village Design Statement – Update

Ian Yates writes:

The latest meeting of the groups working on the Village Design Statement was held on 9th January. Following the Open Day in October, the working groups have been analysing residents' feedback and drafting their sections of the VDS. This meeting was an opportunity to review progress and the development of the first five sections of the document. There is still a great deal of work to be done but the plan is to complete a first draft of all working group sections in February. This will provide the background information required for the section entitled 'Guidelines for Planning', which can then be developed during March. Following further editing and input, it is hoped that a final draft of the document will be ready for residents to review and comment on during April.

The workgroup volunteers have given many hours of their time already and I'd like to thank everyone who has been involved so far. As well as being a guide to planning, the VDS should provide a fascinating snapshot of life in Birlingham, which I am sure will be of interest to future generations.

[Birlingham News 125 – 9 February](#)

The Bulb Sunday Service takes place a week on Sunday and therefore it is time to start thinking about your gardens; the Flower and Produce Show Committee will be aiming to help you by delivering some useful information over the coming weeks about sowing and growing.

In this issue:

1. Bulb Sunday Service, 19th February
2. Road Closures
3. The Birlingham Bystander – New Editor
4. Flower and Produce Show 2017
5. Planning Applications

2. Road Closures

We have been notified of two road closures in the village:

- The lane in Lower End between the junction with Grange Road and the junction next to the Clock House will be closed for three days between Wednesday 22nd and Friday 24th February in order for Severn Trent Water to renew pipework under the carriageway. The official notice can be viewed at www.birlingham.org/docs/road_closure_2017_1.pdf.
- Church Street will be closed for one day (planned for Monday 6th March) to carry out carriageway patching work in preparation for resurfacing later in the year. Access to properties should be maintained. Pedestrian access shouldn't be affected and general vehicle access should be available from either end of the street to the point where the works are being carried out. More detailed information about the works will be posted nearer the date. The official notice can be viewed at www.birlingham.org/docs/road_closure_2017_2.pdf.

3. The Birlingham Bystander – New Editor

We are pleased to announce that Henry Morgan has agreed to become the new Editor for the Birlingham Bystander. Henry has previous experience of editing publications in London and we are sure his enthusiasm will result in a bright future for the Bystander.

The Editorial Committee is now looking for articles for the next edition. If you would like to write something for that edition – a report of an event, a personal story or anything else of interest to residents – please let us know as soon as possible at bystander@birlingham.org.

5. Planning Applications

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

- The Manor House, Lower End: Change of use of land to equestrian to include construction of stabling block and access – as approved permission W/11/00443/CU but without compliance with condition no. 4 to allow the paddock and stable, or part thereof, to be used on non-commercial terms, and condition 12 to allow the parking or storage of vehicles by the owners of the site. (Case No. 16/02864). Refused. Full details and reasons for refusal can be viewed on the Wychavon DC website at <https://plan.wychavon.gov.uk/plandisp.aspx?recno=53926>. The Parish Council comments are available at www.birlingham.org/pc_info/pc_comments_16_02864.pdf.

[Birlingham News 126 – 22 February](#)

Along with the usual round-up of monthly events and some advance notices, this issue contains some sad news about the Vintage and Classic Car Rally.

In this issue:

1. Cuppa & Chat, Wednesday 1st March
2. St James' Church Services – March
3. Birlingham Photography Club, Tuesday 14th March
4. Friends of St James' AGM, Thursday 30th March
5. Birlingham Vintage and Classic Car Rally: The Future
6. Cold Callers in Worcestershire
7. Planning Applications

6. Cold Callers in Worcestershire

Information from West Mercia Police:

Please be aware that a door-to-door sales group known as the Nottingham Knockers have been reported in the Evesham & Pershore areas over recent days, which means they may be visiting your area too!

This group are persistent, using pressurised selling methods for cleaning products. If any sales person comes to your door selling any products, do not be persuaded to part with money for products you don't need or of poor quality. Residents are also advised to use precautionary measures such as a door chain and to ignore callers if they are unsure who it may be. To sell on the doorstep a valid Pedlar's Certificate is required (not just ID with a the person's photo on).

Please look out for any vulnerable neighbours that may be an easy target for such unwanted callers. If you spot any such doorstep traders, DO NOT answer the door to them. If you do buy from them, it will encourage the gang to return to your village. Please report sightings to the non-emergency police line on 101.

7. Planning Applications

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

- [The Manor House](#), Lower End: Use of land for equestrian and construction of stabling block and access – as approved under planning permission ref no. W/11/00443/CU but without compliance with condition no. 12 (to revise restrictions relating to the storage of vehicles and horse boxes). (Case No. 16/02864). Awaiting decision by Wychavon District Council. (Consultation period ends on 16th March.) Full details can be viewed on the Wychavon DC website.

[Birlingham News 127 – 8 March](#)

The Parish Council meeting takes place next Wednesday and will discuss a range of local issues.

In this issue:

1. Birlingham Photography Club, Tuesday 14th March
2. Parish Council Meeting, Wednesday 15th March
3. The Birlingham Bystander – Spring Edition
4. Village Litter Pick, Sunday 9th April
5. Cricket Club Scorebox
6. New Homes Bonus
7. Consultation on Worcestershire's Next Local Transport Plan
8. Planning Applications

2. Parish Council Meeting, Wednesday 15th March

The next meeting of Birlingham Parish Council takes place on Wednesday 15th March at 7.00pm in Birlingham Village Hall. Among other items on the agenda, there will be a discussion about traffic speeds, repairs to the Millennium bench, maintenance of the phone box and an interesting new format for the Annual Parish Meeting. During the meeting, there is an opportunity to express your views on local issues, so please come along.

4. Village Litter Pick, Sunday 9th April

The annual litter pick, postponed last Sunday because of bad weather, will now take place on Sunday 9th April. In order to avoid clashing with the service in St James' Church, the litter pick will begin at the later-than-usual time of 2.00pm, meeting on the village green.

Please join us and help to create a tidy village. Litter-picking equipment is provided.

6. New Homes Bonus

Birlingham Parish Council is looking for proposals for how the coming year's New Homes Bonus should be spent. This fund, which is allocated according to the number of new homes occupied in the parish each year, is intended to be used for the benefit of the local community. Although the amount available has now been reduced by the Government, £2,672 will be still available for village projects from 1st April. The Parish Council will look at any ideas for using this money and, working with Wychavon District Council, consider those that fall within the council's guidance.

In previous years, some of this money has been used by Birlingham Village Hall for roof repairs and a new microwave, by Birlingham Cricket Club for a new roof for their machine shed and improved security, and by the Jubilee Committee for the purchase of village trestle tables. If you have any ideas for using this money please email the Parish Clerk at birlingham_clerk@yahoo.co.uk.

7. Consultation on Worcestershire's Next Local Transport Plan

The Worcestershire Local Transport Plan focuses on attracting and supporting economic investment and growth, by delivering transport infrastructure and services to tackle congestion and improve quality of life. The current Local Transport Plan 3 was adopted in February 2011. The fourth Local Transport Plan (LTP4) has now been developed.

Worcestershire County Council are inviting you to send your comments and feedback on the plan, whether you are a local resident, a business or a visitor, as these will help to shape the documents. Details of the plan and a link to the survey can be found at <http://www.worcestershire.gov.uk/ltp>.

The closing date for the consultation is Friday 17th March.

8. Planning Applications

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

Peacock Barn, Lower End: Two storey extension to Peacock Cottage as approved under planning permission ref no. W/15/00223/PN – but without compliance with Condition 4 (preventing the occupation as an independent dwelling) (Case No. 15/00270). Awaiting decision by Wychavon

District Council. (Consultation period ends on 23rd March.) Full details can be viewed on the Wychavon DC website

Appendix 2 - Speeding Report March 2017

Birlingham Village Speeding Report

Following the results received from the most recent 'Road Strip' survey carried out, concerns have been raised by both residents of the village and the Parish Council.

The results clearly showed that the existing speed limit of 30 mph is being exceeded on an unacceptable number of occasions which is causing safety concerns for all residents. The speed limit is being exceeded on a regular basis on both access roads to the village namely Upper End and New Barn Road.

The results surprisingly showed that the limit was being exceeded during the daytime, outside of 'rush hours' which was unexpected. Many theories have been put forward as to why this is happening and who is exceeding the limits. Over the last few years following ease of access to internet ordering and the growth of businesses in the village, it has been noted that the amount of courier and delivery services around the village have increased considerably. Whilst not isolated to this type of traffic, it has added to the issue. As there are few houses on the access roads, drivers seem to speed along these roads more often than not, this includes residents and visitors to the village.

Investigation

It has been found that there are a number of areas that can be looked into to ease the issue, these being:

1. Decrease the current speed limit from 30 mph to 20 mph.
Any speed limit displayed in a red circle **is** enforceable. This would slow traffic down through the village and ease part of the current issue. However, the limit must be adhered to in order for it to be effective.
2. Enforceable Mobile Speed Gun.
Arrangements can and have been made for an enforceable mobile speed gun to be put in place at varying locations in the village covering the times that have been found to be the most productive for speeding. This will be happening shortly.

UPDATE – Clerk has chased.
3. Villager Led Speed Gun.
The introduction of a villager controlled speed gun can be facilitated and has been effective in other villages around the country. However, this would pit villager against villager as it would actually have to be run by the villagers and may cause issues.
4. Road Narrowing
In order for the road to have chicanes to narrow the roads street lighting and bollards would have to be put in place.
5. Speed Bumps
As above, these have to be lit and signage put in place. Where would they be put? Would this cause potentially more issues with noise of lorries going over them?
6. Illuminated Digital Sign.
These types of signs capture the speed of the vehicle and highlight via a digital display. From previous research, it was found that these signs cost around £ 3,000 and require an electricity supply to enable it to work. The sign needs to be purchased privately and is not provided by Highways etc.

7. Wheelie Bin Speed Stickers.

Local villages already have these in place and it helps to highlight the speed limit at least 1 day per week when bins are out. Arrangements have been made to obtain these stickers and they will be distributed to each household once received.

UPDATE – Clerk has chased.

8. Drive Safely Signs

An application can be made for signs to be placed alongside the roads asking drivers to be careful and considerate.

9. Use of New Homes Bonus to fund traffic calming measures.

A suggestion from a villager has been put forward to use the funds we currently have under the NHB scheme to be used for village organisations. These funds can only be used on a 50/50 basis so the remaining costs would have to be met by another village organisation.

DRAFT