

# Birlingham Parish Council

Minutes of meeting held on Wednesday 19 July 2017

at Birlingham Village Hall

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## Councillors:

Councillor Allen  
Councillor Aston  
Councillor Fitch  
Councillor Hill  
Councillor New  
Councillor Yates

## Present:

4 residents

## Welcome

### 1. Apologies for absence

Apologies were tendered by Councillor Byrne who was abroad and these were accepted. Also, apologies were given by District Councillor Davies, 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 was a declaration of interest from Councillor Hill with reference to Item 7 as member of the Jubilee Committee.

### 3. Minutes of the Previous Meeting

The Minutes of the meeting held on 17 May 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. *Appendix 1*

### 4. Progress Reports

- a) Footpaths
  - i. Footpath 500 (behind Birlingham Nurseries) – strimmed.
  - ii. Footpath 501 (Upper End, near Maryworth Barn) – fingerpost cleared.
  - iii. Footpath 510 (The Avenue) – fingerpost cleared.
  - iv. Footpath 511 (Withy Walk) – strimmed and cut back.

- v. Footpath 514 (off Eckington Road) – fingerpost cleared.
- vi. Footpath 518 (Asham Lane) – cut by County Council contractors.
- vii. Footpath 520 (other side of Nafford Lock) – tree removed from path and strimmed.
- viii. Footpath 522 (between Nafford Weir and Lock) – strimmed.

The Parish Council appreciate that Footpath Warden, Bruce Hayward has been very busy with some assistance from Mark Smith. Councillor Fitch has offered his help, particularly if anything needs to be cut back.

The Parish Council wishes to thank Bruce Hayward for keeping on top of the maintenance of the footpaths and the good state that they are kept in.

There was a concern regarding the overgrowing conifers at Dairy Cottage which are becoming dangerous.

There are issues with overhanging hedges and shrubbery in general in the village which are the responsibility of homeowners / landowners. This also brought about a discussion on the A4104 Tiddlesley Wood area highway above the marina. Is part of this Trust land?

- b) Tree Warden – none.
- c) The District Councillor had given his apologies due to family commitments. There was no report as Wychavon District Council's meeting was not until 26 July 2017 and then the summer recess begins.  
Regards were sent to everyone and to enjoy the summer holidays.
- d) County Councillor – none.

The Chairman spoke on behalf of the Parish Council and wished it to be placed on record how considerate the contractors had been whilst working in Church Street.

Councillor Adrian Hardman was to be thanked for his assistance in progressing the works in Church Street and Grange Road/Berwick Lane. They are now well surfaced. Chairman will send a message of thanks.

- e) Clerk - [Appendix 2](#)

Note: Lengthsman has nothing major to report his matters are therefore included in Clerk's Report.

## 5. Planning

- a) Current applications pending
  - i. 17/00945/CU - The Old Stables, Upper End WR10 3AA  
Conversion of building to one dwelling- Amendment to approved scheme W/14/02266/CU  
Parish Council comment: Birlingham Parish Council has no objections to the amendment to the approved scheme
  - ii. 17//01046/FUL - Peacock Cottage, Peacock Barn, Lower End WR10 3AD  
Granny cottage as replacement building to existing outbuildings and pig sty, as approved under planning permission 81/241 without compliance with condition 3 ( to allow for the creation of a separate curtilage)  
Consultation end date: 27 July  
Parish Council comment: Birlingham Parish Council do not support this proposal for the removal of Condition 3 of the 81/00241 application (Condition 3 of the 1981 consent is: A separate curtilage shall not be created). The previous 2017 application on this site was refused (17/10146) where the intention was to keep the Pig-Sty as a holiday let. The Parish Council placed a comment on the latest planning application (17/00270) The Pigsty's certificate of lawfulness only permits its use as a holiday let and the Parish Council would wish this condition to remain. Allowing the extension to the Pigsty to be included for the purposes of holiday lets must not result in any further change of use that would allow it to be used as a separate permanent residence in future. The Parish Council wishes to make clear that it strongly objects to any change which might seek to allow The Pigsty to be used as a separate permanent residence.

This site is outside the development boundary and any change could create a precedent. We would therefore ask for confirmation of how the LPA will control the use in future to be only short-term holiday accommodation rather than an additional dwelling. The above comments are also reiterated for this proposed application.

- iii. 17/01047/HP - Old School House, The Avenue WR10 3AB  
Demolition of existing rear single storey extension and replacement with two storey new rear extension of the building envelope including roof finishes and stone windows. Internal refurbishment and alteration works  
Decision due: 16 August  
Parish Council comments: The Parish Council does not object to the application with regard to its general impact on the village but are aware of the concerns about 'overlooking' as stated by the neighbour at White Posts, and ask that WDC should address these concerns when forming their decision.  
This Parish Council considers that as the dwelling sits within the conservation area and this extension, though at the rear of the property, would be visible on a significant building within the conservation area, the brickwork and use of materials to ensure the works are in-keeping, should be an important consideration in any decision. There are also concerns that as the property fronts the village thoroughfare and is accessed via a blind corner in Whitehall Lane, that all building works/storage of materials and waste, should be contained within the curtilage and should not obstruct the roadway.

- iv. 17/01239/FUL - Woodfield Farm, Broadway Road, Birlingham WR10 3AG  
Permanent siting of 21 seasonal workers caravans  
A draft comment has been circulated. Following discussion on the fact that this was retrospective, the merits of the proposal and the prevention of the site becoming a permanent residential one, the revised comments to be submitted to Wychavon District Council were agreed. These would be sent straight away:

Birlingham Parish Council object to this retrospective planning application as the arguments put forward in the supporting documentation do not fully justify the permanent siting of caravans in this location when compared to the area of crop growing and the consequent vehicle movements which have to be made.

If Wychavon District Council see fit to allow this application then Birlingham Parish Council request conditions as follows:

- To restrict occupation of the caravans between March and November only, so as not to create a residential caravan site.
- To restrict occupation to agricultural workers only who are employed by the applicant and not for any other purpose.
- To require the removal of the caravans should they cease to be used by the farm.
- To ensure that sufficient means of waste disposal are provided to ensure the area is kept free of rubbish.
- Prevent cars being stored on the application site.
- A means to store bicycles securely and in a tidy fashion.
- Adequate screening be required around all boundaries of the site.

The Parish Council are also aware that many of the workers choose to walk to Pershore and that there is no footpath or cycle route provision along the A4104 which is a road safety concern for all.

b) Current applications approved/refused

- i. W/17/01058/GPDQ - The Packing Shed Gravelly Hill Eckington Road Birlingham  
Prior approval for proposed change of use of agricultural building to a dwelling house  
Decision: 3 July 2017 'granted'  
No comments were made by the Parish Council.
- ii. 17/00842/FUL - Peacock Farm, Lower End WR10 3AD  
Demolition of wall 1.6 m high adjacent to highway  
Decision: Approved - 14 June 2017 / Prior approval is required and hereby granted for this change of use.

- iii. 17/00685/CU - The Manor House, Lower End WR10 3AD  
Change of use of stable block for mixed use purposes  
Decision: Approved 8 June 2017  
Parish Council comments: Birlingham Parish Council considers that permission for the retrospective planning application 17/00685/cu should be refused. It is considered that the original application 11/00443 was approved with the condition that no vehicles were stored on the site and the reason given was it would be in accordance with ENV12 of the Local Plan 2006. ENV12 has now been superseded by SWDP 6 (and SWDP 24) but as there are no significant differences between these documents this condition still applies. It is indisputable fact that a garage of any description would not comply with the principle of retaining the character of the Conservation Area.
- iv. 17/00320/CLE - 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 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  
Decision: Refused 24 May 2017  
Parish Council comments: Birlingham Parish Council are unable to make any comments on the lawful use of this application

Outside of Birlingham Parish - Appeal allowed on 26 June 2017.

W/15/01013/OU – Field SO 9239, Eckington Road, Bredons Norton

Appellant name – Mr J Price

Proposal – Change of use of land from waste ground to mixed use for stable and keeping of horses and caravan site for single Gypsy family with associated development (improvements to vehicular access, internal access track, hard standing, stable block/utility block, septic tank and retain electricity junction box

The Parish Council were not notified of this application until the start of the Appeal. Councillors discussed the Appeal and supported the objections from Bredons Norton Parish Council. However, no comments were sent to Wychavon District Council.

What is the building on Bakers Hill? Clerk confirmed that an application had been submitted (12/00966) allowing permitted development. The application had commenced some years ago and this was part of the process for its completion.

- v. Adoption of the Planning Guidelines/procedures.  
Councillors were made aware of being mindful of the procedure giving reasons and valid planning points when commenting on applications. They were to follow the Guidelines. All Councillors voted and agreed to adopt the Procedures.

## 6. Financial Matters

- a) The Accounts for 2017/2018
  - i) Bank balance is £8,286.49 at 30 June 2017 and shown on the spreadsheet.
  - ii) Receipts – none.  
  
(£108.00 received just before meeting).
  - iii) Payments agreed: –  
  
£108.00 – Birlingham Village Hall hire – Parish Council meetings (6) 2017/2018 - 355  
£36.00 – Birlingham Village Hall hire – January £18.00 and March £18.00 meetings – 356  
£199.78 – Worcs CALC – 357

£147.00 - Lengthsman February ) £219.00 - 358  
£72.00 - Lengthsman March )  
£108.00 - Lengthsman April - 360  
£300.00 – Birlingham Jubilee – website set-up - 359  
£257.60 – Zurich Insurance – 361  
£900.00 – *New Homes Bonus – Cricket Club*

b) Future payments for consideration

- i. 174.00 - Lengthsman May
- ii. Clerks pay – the Clerk will be paid for April, May and June at the old rate.  
The Clerk left the room whilst a discussion took place. The Councillors agreed that the Clerks pay should increase from April 2017 in accordance with the recognised NJC pay scales.
- iii. £128.60 - PAYE (April, May June) – based on unrevised rate
- iv. £50.00 – Internal auditor
- v. £30.00 – Chairmanship training on 13 July 2017. Agreed as part of the annual budget under training. The Chairman stated that the course had very good papers.
- vi. £192.00 - Lengthsman June  
Village Design Statement – meeting? – Unable to quantify at this time.

c) Savings Account – the Chairman has visited the bank but was unable to get any information. Clerk to investigate further, find out who the signatories are and bring to future meeting.

Notes:

- To consider reclaiming VAT.
- Year ended 31 March 2017 to be placed on website.
- Provisions to go into savings account.

## 7. **New Homes Bonus**

Consideration and agreement of actions:

Flower and Produce Show (F&P Show)

An email had been sent to all the Councillors by the Chairman following the May meeting and a further discussion with the Flower and Produce Show Committee. It gave further clarification on the requirement and the use of marquee as a community facility. All Councillors were generally 'favourable' following initial concern of availability to other organisations. The New Homes Bonus application form has been revised. The amount requested was £400 which was 50 percent of the estimated total cost. If the marquee was to be more than £800 then the F&P Show would find the difference. It was therefore proposed to reconsider the F&P Show application request and take a vote. It was agreed unanimously to submit the application. Clerk to action.

Birlingham Cricket Club refurbishment

A letter has been received from Birlingham Cricket Club stating that it has not feasible to undertake the refurbishment of the toilets during the cricket season. It is proposed that works will commence in September 2017.

Future projects

Litter and dog bins – The Clerk provided information regarding bins and the estimated costs and guidance provided by Wychavon District Council. An article has been in Parish Matters in June which promoted styles and their use. Councillor New to investigate further and report at next meeting.

Traffic Calming

Councillor Byrne had provided a report on speed awareness signage and gates giving details of key issues and recommendations. The Clerk had also made enquiries with the Senior Engineer at Highways. Reports appended.

Highways have stipulated that timber gates are not acceptable. There is no restriction on size, this will be determined by the width of the existing verge. The gates need to be 450mm back from the edge of carriageway.

This was a matter for future consideration.

#### Defibrillator

Birlingham Village hall are considering a defibrillator for their building as it is a central point for a device. The estimated cost for ten years is proposed to be £3,500 with a grant of £1,000 from a trust therefore leaving a deficit of £2,500. The BVH are looking for contributions from organisations.

#### Monies to date released

The monies to date that have been spent is £2,240.

### **8. Village Green**

#### Bench

The bench has been levelled. There will be an ongoing situation with the tree growth and what will happen to the bench.

#### The Green

The ground is not flat. The manhole has been raised. What about the kerbing? Propose to think about the gravel beneath the bench, reseeding the area, put back the plinth and kerbing. Three quotations will be needed. It could be costly; one estimate received suggested £800-900. Another suggestion was to seek advice from a few landscapers in the village. Also, what about a 'village green dig?'

Chairman and Stuart to action but to seek the advice of the tree surgeon first to get guidelines for now, and the future, and an estimate of the cost.

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

A draft of the VDS has been completed and is 27-pages. This has been circulated to the Parish Council and leaders of the working groups. Their comments were received by mid- June and incorporated into a final draft suitable for all residents to see and comment. Wychavon District Council's comments are already incorporated in this draft. The Guidelines for Planning are consistent with the SWDP to allow future adoption by Wychavon. VDS to now be shared with the village. It is too much for an Open Day so will make it available electronically. 75% of residents can access the website. Those that can't can request a printed copy. We will ask people to comment giving a month deadline. Printed copies will be placed in the church, taken to Cuppa & Chat and put in the kiosk. There will also be 2 copies taken to the Flower and Produce Show on 2 September 2017. The VDS will also contain a link to the appendices on the village website which will included all photographs, diagrams and other relevant material.

The plan is to have the VDS available for review by residents on 1 September with comments requested not later than 30 September. It is then estimated that the document will go to Wychavon District Council in October/November for adoption.

Thanks, were given to Councillor Yates for his very hard work and for the assistance given by Steven Morris in proofreading.

### **10. Telephone Box**

The Chairman has met with the Flower and Produce Show committee members to discuss the kiosk and the needs to refurbish it. Quote 'a tarted up job' to start but something further afterwards and the best course of action. It is an asset and may have some value. It is estimated that it could cost in the region of up to £500 to refurbish to include replacement glass. Things to consider are setting the glass, replacing the telephone sign and the paintwork.

Where does the Parish Council go with this in the future? At this time, the F&P show are using it free of charge, will continue to use it again next year and it therefore serves a purpose.

How to budget for this? Bring to November meeting for the budget setting.

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

- Speed report\* / Community Speed Watch – Councillor Aston
- Dog bins – Councillor New

**16. Closure and date of next ordinary meeting** - with nothing further to discuss the meeting closed at 9pm.

The Chairman thanked the residents for their attendance.

The next Parish Council Meeting is on Wednesday 20 September 2017 at 7.00pm.

**Signed:** ..... **Councillor John Hill, Chairman**

**Date:** .....

**\* 16 May 2017 – report by West Mercia**

1 – 5 out of 60 were speeding. 25.23 average previously, This time 25.41 average

Only a couple over the limit – 1 x 31, 2 x 32, 1 x 33, 1 x 35

On entry into the village – 1 hour of monitoring and 5 in access. No one in access of 35

2 – Community Speedwatch policy – wait to be contact by the Safer Road Partnership and they will advise on how to progress.

**Appendix 1 – Democratic Opening**

The Old School House. A resident raised their concerns regarding the application for the Old School House and the close proximity of the development to the boundary. The window proposed was overlooking. The Parish Council has commented to the local authority and supported the resident in this respect and the matter of the materials to be in keeping with the existing building. The resident was aware that the consultation period had ended but still wanted their anxieties to be known and the fairness of both parties. The resident thanked the Parish Council for their comments.

Enforcement has been in contact with the Parish Council (17 July 2017) regarding the commencement of the works / footings before the application has been given a decision.

There was also a need for a detailed bat report.

Cemetery and Tiddlesley Wood area; residential development

170 homes were proposed in a developer's consultation process taking place in the Town Hall, Pershore which was open to the public.

**Appendix 2 – Councillor Byrne's Report**

As agreed at the parish council on Wednesday 17<sup>th</sup> May, I have carried out preliminary enquiries.

I found some interesting comments/notes from other parish councils on the issue of village gateway signage, one in particular. I would like to copy to you as it sets out the reasoning for such devices and then challenges in certain ways their long-term effectiveness unless carried out in tandem with other measures. Please read the attached for information.

From attached and other articles, I would summarise as follows;

1. The product itself is widely available, so selecting one, if that is what is decided, is not an issue. The price for the fence ranges from £313.64 plus VAT (not sure if VAT can be recovered?), but the village sign is extra as is the speeding sign and the erection (by an approved party). This could easily add up to £750 to £1,000 plus VAT for each fence. Therefore c £3,000 to £4,000 for four.
2. An early discussion with the appropriate District planning officer at Wychavon may be appropriate to understand their views on;
  - gateway signs in general
  - if planning consent is required (which I expect it is)
  - Approved contractors for erection next to public highways (they can be expensive from experience)
3. I suggest we would need to consider the comments in the attached, and weigh up the cost/value benefit of the implementation. Is it merely a branding exercise, as opposed to a long term effective traffic calming measure in the long term?

**Clerk's report** - village gates several suppliers that can be approached, details as follows;

Vinyl Fencing Ltd.

2 no. village gates x 1m wide costs in the region of £160 + VAT

J.A.C.S. UK Limited (see attached product catalogue).

2no. village gates x 1m wide costs in the region of £650 + VAT

Vinyl Fencing produce hollow plastic white village gates, very light weight, examples can be seen on the approaches into Welland and High Green.

JACS produce village gates made from recycled plastic, they are solid, made to look like wood, and much more substantial than those produced by Vinyl Fencing, but also much more expensive. Examples of the JACS village gates can be seen on all the approaches into the village of Holt Heath. They can be difficult to clean due to imitation wood style.

Glasdon also supply village gates – examples were given.

## **Appendix 3 - Clerk's Report**

### [Lengthsman reports and Highway matters](#)

17 May - Lengthsman

Church Street

Structure - Reference number 323008

30mph repeater sign damaged.

Actioned – put back in place

15 July – Lengthsman

Broadway Road

Pothole – Reference number 350209

18 July – Chairman

Church Street

First inspection cover in Church Street is not really flush with the road. Will monitor to see if gets any worse.

## [Community Infrastructure Levy for the South Worcestershire Councils](#)

5 June

Message received from Wychavon District Councils, as follows:

Notice of Adoption of Community Infrastructure Levy for the South Worcestershire Councils

*"I am writing to you to advise that the South Worcestershire Councils of Malvern Hills, Worcester City and Wychavon District Council have adopted separate Community Infrastructure Levy Charging Schedules. The attached notices provide details of the relevant dates of adoption and implementation. Both Malvern Hills and Wychavon Councils will implement CIL charging from Monday 5th June 2017 and Worcester City will implement charging from Monday 4th September 2017.*

*The respective Charging Schedules can be viewed on the council's websites provided in the Notice of Adoption. If you require any further information on the Community Infrastructure Levy and/or Charging Schedule please contact the relevant councils via the details provided on the attached notices".*

*Fred Davies  
Acting Project Manager*

Clerk requested further information on the effect to Birlingham and a reply was received:

12 June

*"This is for information and any relevance to Birlingham will be limited to be honest. The Community Infrastructure Levy is a charge on new development, for rural housing £40 per sq m – so about £3,500-4K per dwelling. Should there be any new housing development in the parish, from 1+ house upwards then the parish council will receive 15% of the CIL levy from that development to spend on local infrastructure. However, as the parish is unlikely to see significant development it will be a modest amount".*

Clerk made further enquiries regarding the 'permitted development' conversion proposed relating to the redundant barn on Eckington Road to residential use

Reply: It wouldn't attract CIL as it is not payable on change of use.

## [Parish Council Meetings](#)

16 June

An email was received from Lisa Banks, PA to the Chairman and Deputy Leader of the Council, Democratic Services, Worcestershire County Council

*"I am now supporting Adrian Hardman in his role as Deputy Leader/Cabinet Member for Adult Social Care and am in the process of ensuring his diary is up to date.*

*I would be grateful if you could let me have a list of forthcoming Parish Council dates, so that I can ensure they are in the diary".*

Clerk has actioned. A reminder has been sent for the July meeting.

## [Pershore Town Plan](#)

6 July

Letter received from the Pershore Town Clerk giving information from the Town Plan Steering Group inviting the Parish Council to take part in the consultation for Pershore's Town Plan. Quotes:

*"I understand that this was sent out some time ago but to date we have only had one response. I wonder if you could please ask your council whether they wish to be involved in this process and let me know one way or the other so that I can ask the steering group to arrange something with you".*

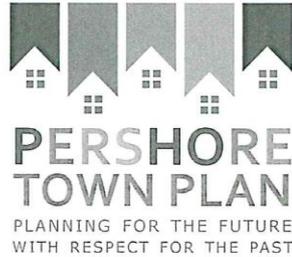
11 July

Message from Pershore Town Plan Steering Group, Michael Amies, Chairman, quotes:

*"Thank you for your response to Ann. I should be happy to come along and talk about the Town Plan. Meantime, you can find information about the Plan on our website - "www.pershoretownplan.com". There will also be consultation opportunities at the River Festival on the 15th July and the Plum Festival on the 26th and 27th of August.*

*Look forward to hearing from you"*

Councillor Byrne has volunteered to represent the Parish Council who are awaiting a meeting date.



Dear Parish Clerk,

February 2017

### **Perschore Town Plan**

You may have heard that the Perschore Town Council has decided to commission the production of a Perschore Town Plan. A well-attended open meeting was held last year, to gauge local reaction. This was very positive and as a result a Steering Group has been formed with the objective of producing a Plan for the next fifteen years or so that reflects the views, hopes and wishes, of the people who live here.

The whole exercise is being conducted by volunteers with logistical support from Council officers. However, the final objective is a Plan that the Perschore Town Council will adopt. We are very determined that this should be a Plan that reflects local views and, to that end, will be conducting extensive consultation with local businesses, organisations and local people. This will take place over the next nine months.

While this Plan is for Perschore, there is clearly a significant impact, in both directions, from and to the surrounding villages. We need, therefore, to solicit views from your Parish as to how you view Perschore and what you would like to see changed or improved, so that we can take these ideas into account when producing the final Plan – due in draft form by the end of 2017.

Would you please discuss this and let me know what your Council feels about it and how we might best work together to achieve our aims.

We have established a website [www.perschoretownplan.co.uk](http://www.perschoretownplan.co.uk) at which you can find more information.

Kind regards,  
Michael Amies,  
Chairman, Perschore Town Plan Steering Group.

**c/o Town Hall, 34 High Street, Perschore, WR10 1DS**  
**Telephone: (01386) 561561 (to leave messages) | Email: [perschoretownplan@outlook.com](mailto:perschoretownplan@outlook.com)**  
**[www.perschoretownplan.co.uk](http://www.perschoretownplan.co.uk)**

## Chairman's Meeting

6 June

Email from Cropthorne Parish Council:

*"Following our previous email inviting all Parish Council chairmen / women (or representative) to an initial meeting to discuss many of the problems that most of us are experiencing with issues at county and district level i.e. enforcement & planning, highway issues, traveller sites and poor bus services, to name just a few.*

*We did receive a fairly positive feedback from our initial email, but understand that some of you may not have received it.*

*We were advised by a couple of parish clerks that these issues could be dealt with by CALC at their area meetings. Bob Annis and I did meet with Richard Levitt and Margaret Rowley from CALC to discuss this but as yet, feel there is insufficient evidence to be convinced that this is the case. Also, this would be of no use to those parish councils that have decided not to be CALC members*

*In the first instance, we are hosting a meeting at Cropthorne Village Hall on Wednesday 28th June at 7.30 as an introduction to see if there is anyway forward working as a 'group' or whether the general feel is that we should 'hand the baton' over to CALC.*

*We feel that working together and sharing experiences we can work to resolving the ongoing issues that seem to be Agenda items, month after month with no satisfactory outcome.*

*If you have missed the previous email and would like to join us, that would be great. Perhaps you could confirm that you would like to attend I also apologise if you have already acknowledged your interest".*

11 July

Apologies were sent from the Chairman for non-attendance.

Clerk to Cropthorne Parish Council replied:

*"I attach some notes, which are a brief resume of our discussions and what we hope to achieve. Those present were in full support of us moving forward with this. They are going back to their councils for support to do this and we hope to arrange another meeting in September. I will add to the mailing list".*

"CHAIRMANS GROUP" MEETING held on Wednesday 28 June 2017 at Cropthorne Village Hall information as follows:

Present :

Bob Annis (Chair-Cropthorne)  
Geoff Mills (Vice Chair – Fladbury)  
John Stedman (Clerk – Pebworth)  
Simon Shiers (Chair – Pebworth)  
John Colebrook (Chair – Harvington)  
Georgina Milway (Chair – Overbury/Conderton)  
Mike Yarnold (Chair – Hill & Moor)  
Trevor Battersby (Cllr – Norton & Lenchwick)  
Richard Sims (Vice Chair – Charlton)

Roger Peart (Vice Chair – Upton Snodsbury)  
Kevin Fincher (Vice Chair – Norton Juxta-Kempsey)  
Howard Turvey (Chair – Norton Juxta – Kempsey)

1. Bob Annis welcomed those present, thanking them for taking the time to attend and outlining the purpose of the meeting – As a parish council, Cropthorne has a number of enforcement issues, a continual lack of response from Wychavon District Council and a general feeling that the 'smaller parish council' is disregarded by the higher level of local government. The feeling is that a 'force in numbers' may have a greater impact on opening discussions with District and County Council, resulting in positive action being taken.

2. Richard Levett (CALC) had been made aware of the meeting, and had met with Bob Annis and Lynne Yapp – advising that (in his opinion) the CALC Area Meetings were just the sort of 'forum' that could help with the issues currently experienced by parish councils. An email had been received from Richard, outlining the purpose of CALC and what it can offer and this had been circulated to those present. However, it was felt that whilst CALC provided an excellent service with regard legal advice and keeping parish councils informed, there was little evidence available to suggest that the Wychavon Area Meetings would address the concerns raised satisfactorily.

3. Discussion took place around the table, with each Parish Council outlining their own issues – these varied from Planning Enforcement (the most popular) to lack of communication/response from Officers, to lack of consistency in decision making. It was agreed that by supporting each other, this group could also open a 'networking' facility between Parish Councils, as an opportunity to share experiences and strategies, and where necessary, form a 'united front'. Options available were that we (those present), could take the concerns raised to the CALC Area Meetings, or try establishing a separate 'forum', with as many parish councils on board, as possible.

#### 4. Way Forward:

- It was agreed, around the table, that there WAS a need for action to be taken, and that working as a group, there would be strength in numbers. All present felt that the group had potential to move forward
- It was agreed, in the first instance, that those present would need to go back to their own Parish Councils, to seek approval to move forward with the proposals
- It was agreed that details of the meeting be circulated to all parish councils in Wychavon, with a further invitation to attend future meetings.
- It was agreed by those present that 3 areas be identified as priorities as a starting point, namely:

- (i) Planning – enforcement /consistency in decision making
- (ii) Highways – speeding / road safety / road surfacing / signage / access
- (iii) Communication – response from officers/ inability to 'speak' to the HUB

- It was agreed that discussion should take place with the highest level possible with Wychavon and County Council, and a 'core' committee be established.
- It was agreed that contact details be shared – to establish a 'networking' facility.

It is hoped that support from as many parish councils as possible would be forthcoming, and a further meeting to be held in September

### [Community Speedwatch](#)

6 June - Communication from the Community Speed Watch Co-ordinator  
Warwickshire Police and West Mercia Police  
Safer Roads Partnership

*"Firstly, I should introduce myself. I am the Community Speed Watch (CSW) Co-ordinator and have been asked by PCSO Julie Pardoe to contact you regarding Birlingham.*

*I came to Birlingham last week and did a risk assessment where I looked to identify suitable standing locations for volunteers. I was successful in this. CSW only operates in 30mph and 40mph zones. Once the roads of concern have been identified, carry out a risk assessment on the roads to identify suitable standing locations where the volunteers will stand and conduct their activities. Part of the assessment is to identify locations with good forward visibility for volunteers in accordance with the CSW Policy. Safer Roads Partnership provide all training and equipment to get the scheme going once we are in a position to get a group set up.*

*Once the risk assessment is done, we do some data collection on the roads concerned. This is where we place a radar recorder on the road side for a 7-day period and it monitors the speeds and volume of all passing traffic during that period. Please note that there is a list for data collection to be done and any new requests by myself are added to the list to be done. Once this data is analysed we then get the indication whether the roads are suitable for CSW, this suitability is looked at with our policy and criteria.*

*Volunteer recruitment and training are the final two stages of the process as I would not want to raise hope of any volunteer wishing to join the scheme before we are in a position to offer CSW".*

Clerk has chased again for a further update on the suitability of the roads in Birlingham

### [What do you think?](#)

Communication from Wychavon District Council as follows:



4 July 2017

#### ***If you don't tell us - we don't know***

*We want to know your views on where you live and public services in the area.*

*Sometimes we hear people say that we don't listen, but we can assure you that we do. Every bit of consultation we run is used to help us determine where to focus our efforts and give us the evidence to make changes to services or policies.*

***But, here's a sad story if you don't tell us your views you're letting someone else decide the future for local services.***

*This is especially true of people under 40 - we don't hear from you as much and it makes us worried we're not doing all we can for you.*

*But here's your big chance - our latest survey that we do in partnership with the county council and others is out now! Yay. From what most needs improving to what you think about CCTV and our waste service - make sure you let us know .*

## WRC018 Annual Return

19 June

Email from Crissie Kulka at Grant Thornton

"Thank you for returning the *Birlingham Parish* Council Annual Return which we received on 22<sup>nd</sup> May.

I am in process of completing the 2016/17 review and I have the following queries:

### **Bank reconciliation**

I appreciate you have sent evidence, however could you please confirm there was no un-presented cheques at 31<sup>st</sup> March 2017?

### **Earmarked reserves**

You have stated Community Need reserve totalling £500. Would you be able to provide more information detailing the purpose of this specific reserve please?"

Clerk has replied and actioned. There have been no further questions.

## Worcestershire Rail Investment Strategy

5/7

Communication received from the Transport Strategy Team

*"Worcestershire County Council has prepared an ambitious Rail Investment Strategy, to make a strong case for better County-wide rail connectivity.*

*This Strategy is now available online and is open to consultation until 5:00pm on 11 August 2017.*

*Details of the Strategy and a link to an online survey can be found here:*

[www.worcestershire.gov.uk/LTP](http://www.worcestershire.gov.uk/LTP)

*Please feel free to share the above link as appropriate".*

## Register of Interest and Co-option

Wychavon District Council have confirmed receipt of Steven Byrnes Co-option and Register of Interest form. Electoral Services have also been copied in for information.

## Nafford

### Area near the sluice gates and Mill race

July

Environment Agency - Contractors have carried out works on behalf of the Environment Agency as part of the Person Protection Scheme near the sluice gates. The area on Nafford House side has been fenced and secured to prevent access to the river side and the mill race has been cleared.

### Area near the weir/lock

Canal boat – pictures have been taken and this matter is to be reported by the Clerk to Avon Navigation Trust.

Update from LANT Office Manager quotes:

Thank you for enquiring about the sunken narrowboat. We fully sympathise that the boat should be recovered. However, it is situated out of the navigation and as such is not the responsibility of the Trust.

Birlingham Parish Council July 2017

If there is an environmental issue, the responsibility may be with the Environment Agency. We do not have a record of the owner of the boat as it wasn't registered or licenced with us. We have heard from various boaters on the river that the owner has, we believe made some attempt at selvedge, but has failed. Sorry I can't be of more help.

### [Police Report](#)

Steven Tinkler, Police Community Support Officer, Pershore Rural North and Rural South

17 July

The team have three crimes to report for the last quarter. We have two reports of vehicle crime on 6 May and 3 June.

Theft from a property 11 April

We currently have no other issues to report, but please let us know if anything comes up from the meeting for our attention.

### [Church Street](#)

17 July

Message from Ian Bamforth, Highways & PROW Operations Manager, quotes

"Just popped via Church Street this morning whilst looking at a few sites in the area and all works looked good. Everyone OK with finished job?"

### [Birlingham News](#)

#### [Birlingham News 132 – 31 May](#)

A record-breaking, bumper issue this time, with a packed first week of June and plenty of other information, including details of resurfacing in Church Street, lost keys, nesting curlews, New Homes Bonus application and the latest Bystander, along with reports of recent events.

In this issue:

1. [Holiday Closure at The Swan](#)
2. [St James' Church Services – June](#)
3. [Birlingham Photography Club, Tuesday 6th June](#)
4. [Cuppa & Chat, Wednesday 7th June](#)
5. [General Election, 8th June](#)
6. [Resurfacing of Church Street](#)
7. [Lost Keys](#)
8. [Curlews on Asham Meadow](#)
9. [New Homes Bonus Application – Flower & Produce Show](#)
10. [The Birlingham Bystander, Spring Edition](#)
11. [Annual Parish Meeting Report](#)
12. [Parish Council Report](#)
13. [Village Family Day Thanks](#)
14. [HM Revenue & Customs Scams](#)
15. [Planning Applications](#)

#### [General Election, Thursday 8th June](#)

The General Election takes place on Thursday 8th June. The Polling Station at Birlingham Village Hall will be open from 7.00am until 10.00pm and the results will be announced the following day.

There are five parliamentary candidates for the West Worcestershire constituency: Harriett Baldwin (Conservative), Samantha Charles (Labour), Edward McMillan-Scott (Liberal Democrat), Natalie McVey (Green Party) and Mike Savage (UKIP).

### Resurfacing of Church Street

*June Hiden, Clerk to Birlingham Parish Council, writes:*

It is understood that there will be resurfacing to sections of Church Street during June and this will take two days. No exact dates can be given at this stage, due to the weather, but there will be signage for the road closure the week before.

Further works are due later, when hopefully more information can be circulated nearer the time.

### Curlews on Asham Meadow

There are Curlews nesting on Asham Meadow, which is rare. Some signs will be going up at entry points hopefully to encourage dog walkers to keep their dogs under control so this ground-nesting bird is not disturbed.

### New Homes Bonus Application – Flower & Produce Show

*David Kew writes:*

As you may be aware, Birlingham Flower & Produce Show instigated a request for additional funding via the New Homes Bonus scheme at the end of 2016, which finally culminated in an official application in May of this year.

The application was for a second marquee to replace the ancient one we were gifted by The Swan in 2014 and has been supported widely by Birlingham Cricket Club and The Jubilee Committee, who would both like access to it for various village events.

Unfortunately, questions were raised at the last Parish Council meeting which meant that the decision on the funding was deferred until the next meeting on 19th July, leaving us precious little time to guarantee this year's event on 2nd September.

We have however been asked by the Parish Council to request additional support from the village for the funding, which is why this notice is being circulated. The marquee is envisaged as being available for village events upon request to the Flower & Produce Show Committee and we see it as being an asset for the next few years.

If you have any positive comments that you would like to make regarding this application then please feel free to email them ([birlingham\\_clerk@yahoo.co.uk](mailto:birlingham_clerk@yahoo.co.uk)).

### Annual Parish Meeting Report

*John Hill writes:*

On Wednesday 10th May the Birlingham Annual Parish Meeting was held in a revised format at the Cricket Ground Clubhouse; both our County and District Councillors were present. Many village residents were present and enjoyed presentations not only from the Parish Council but also many of the clubs which exist so that villagers can enjoy their various hobbies and pastimes.

After a break for refreshments, there was an open session for questions on several topics. My thanks go to all those who attended and in particular to those who spoke, the Cricket Club for the use of their facility, Marion New for the food, but mainly to June Hiden who organised the whole event so successfully. Hopefully this format is a beginning for future Annual Parish Meetings.

### Parish Council Report

*John Hill writes:*

At its meeting on Wednesday 17th May, Birlingham Parish Council discussed a number of issues, including the following:

- Co-option of new councillor, Mr Steven Byrne
- Review of procedures and policies

- Approval of Annual Return prior to External Audit
- Update on Village Design Statement from Councillor Yates

### Planning Applications

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

Peacock Barn, Lower End: 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 (Case No. 17/00320). Refused. Full details and reasons for refusal can be viewed on the Wychavon DC website

### Birlingham News 133 - 14 June

In this issue:

1. Vintage Sports Car Club, Saturday 17th June
2. Morris Men at the Swan Inn, Saturday 8th July
3. General Election Result
4. Church Bookshop
5. Theft in Upper End
6. Speed Awareness Campaign
7. Lost Keys – Found
8. Planning Applications

### General Election Result

In the General Election last week, Harriett Baldwin was returned as the Conservative MP for West Worcestershire. The full results were:

Harriett Baldwin (Conservative)	34,703	(61.5%)	+5.4%
Samantha Charles (Labour)	13,375	(23.7%)	+10.3%
Edward McMillan-Scott (Liberal Democrat)	5,307	(9.4%)	-0.3%
Natalie McVey (Green Party)	1,605	(2.8%)	-3.6%
Mike Savage (UKIP)	1,481	(2.6%)	-11.7%

The constituency turnout was 75.9% (up 2.2%).

### Speed Awareness Project

*The Parish Clerk writes:*

A risk assessment is to be carried out in the village for data collection on the roads. Once this is done a radar recorder can potentially be positioned on the roadside for a 7-day period and it will monitor the speeds and volume of all passing traffic during that timescale.

When this data has been analysed, the Safer Roads Partnership can get an indication of whether the roads are suitable for a Community Watch survey, depending on suitability with the Police policy and criteria.

### Planning Applications

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

**The Packing Shed**, Gravelly Hill, Eckington Road: Prior approval for proposed change of use of agricultural building to a dwelling house (Case No. 17/01058). Awaiting decision by Wychavon District Council. (Consultation period ends on 29th June.) Full details can be viewed on the Wychavon DC website.

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

[The Manor House](#), Lower End: Change of use of stable block for equestrian use and domestic garaging (dual use) (Case No. 17/00685). **Approved**. Full details and conditions can be viewed on the Wychavon DC website.

### [Birlingham News 134 - 28 June](#)

The Faithful City Morris Men will be appearing at the Swan Inn a week on Saturday, so go along and help them celebrate.

In this issue:

1. St James' Church Services – July
2. Birlingham Photography Club, Tuesday 4th July
3. Cuppa & Chat, Wednesday 5th July
4. Morris Men at the Swan Inn, Saturday 8th July
5. Worcestershire Open Studios, 26th–28th August
6. Service of Thanksgiving
7. Rural Survey
8. Planning Applications



### [Rural Survey](#)

*The Parish Clerk writes:*

As the dust settles on the recent election, Rural England are keen to find out what the key issues are that matter to people in rural areas. Supported by the Rural Services Network, they have commissioned a short survey. It is important to hear your opinions and experience of life in rural England so that they can start to shape a new agenda for the countryside.

The survey can be completed at <https://glos.onlinesurveys.ac.uk/rsnruralsurvey>.

### [Planning Applications](#)

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

[The Old Stables](#), Upper End: Conversion of building to one dwelling – Amendment to approved scheme W/14/02266/CU (Case No. 17/00945). Awaiting decision by Wychavon District Council. (Consultation period ends on 18th July.) Full details can be viewed on the Wychavon DC website

[Peacock Cottage](#), Lower End: Granny cottage as replacement building to existing outbuildings and pig sties, as approved under planning permission 81/241 without compliance with condition 3 (to allow for the creation of a separate curtilage) (Case No. 17/01046). Awaiting decision by Wychavon District Council. (Consultation period ends on 27th July.) Full details can be viewed on the Wychavon DC website

[Old School House](#), The Avenue: Demolition of existing rear single storey extension and replacement with two storey new rear extension. Refurbishment of the building envelope including roof finishes and stone windows. Internal refurbishment and alteration works (Case No. 17/01047). Awaiting decision by Wychavon District Council. (Consultation period ends on 27th July.) Full details can be viewed on the Wychavon DC website

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

[Peacock Farm](#), Lower End: Demolition of wall 1.6 mts high adjacent to highway (Case No. 17/00842). Approved. Full details and conditions can be viewed on the Wychavon DC website

There is an exhibition next week for a proposed new planning development close to Birlingham – details on website.

Birlingham Parish Council July 2017

## Birlingham News 134 - 12 July

In this issue:

1. Parish Council Meeting, Wednesday 19th July
2. Tiddesley Wood Housing Exhibition, Wednesday 19th July
3. Planning Applications

### [Parish Council Meeting, Wednesday 19th July](#)

The next meeting of Birlingham Parish Council takes place on Wednesday 19th July at 7.00pm in Birlingham Village Hall. During the meeting there is an opportunity to express your views on local issues, so please come along.

### [Tiddesley Wood Housing Exhibition, Wednesday 19th July](#)

Plans for a proposed new development of 150 houses between Tiddesley Wood and Pershore, which we understand is outside the South Worcestershire Development Plan, will be displayed at a public exhibition next week. The plans can be viewed in Pershore Town Hall from 3.00pm to 8.00pm on Wednesday 19th July.

### [Planning Applications](#)

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

[Woodfield Farm](#), Broadway Road: Permanent siting of 21 seasonal workers caravans (Case No. 17/01239). Awaiting decision by Wychavon District Council. (Consultation period ends on 3rd August.) Full details can be viewed on the Wychavon DC website

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

[The Packing Shed](#), Gravelly Hill, Eckington Road: Prior approval for proposed change of use of agricultural building to a dwelling house (Case No. 17/01058). Information provided. Full details can be viewed on the Wychavon DC website