D R A F T

Birlingham Parish Council

Minutes of meeting held on Wednesday 21 March 2018

at Birlingham Village Hall

Councillors:

Councillor Allen, Aston, Byrne, Fitch, New and Yates

Present:

District Councillor Davis and June Hiden (Clerk)

Welcome

Due to the passing of the Chairman, John Hill, the Vice-Chairman presided at the meeting and thanked everyone for attending. The Parish Council must do two things, one is to elect a successor to the Chairman and secondly to fill the Councillor vacancy (see item 4).

Election of Chairman and signing of Declaration of Office

In accordance with Section 88 a new Chairman is elected at this meeting. It was agreed unanimously to elect Councillor Ian Yates as Chairman and he signed the Declaration.

Councillor Yates acknowledged the work carried out by Councillor Hill within the village organisations and expressed everyone's sadness at the loss of John. Councillor Yates said he has a hard act to follow and hoped everyone would be patient while he 'learnt the ropes'.

A new Vice-chairman will be considered at the May meeting along with other elected positions.

1. Apologies for absence

Apologies were tendered by the Footpath Warden, Tree Warden and Lengthsman. David Caldicott also send apologies but asked that his concerns be raised in the open forum.

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.

Councillor Fitch declared an interest due to Birlingham Village Hall discussions.

3. Minutes of the Previous Meeting

The Minutes of the meeting held on 17 January 2018, a copy of which has been circulated to all Councillors, was agreed as a true record and duly signed by the Chairman.

Democratic Opening

The meeting was adjourned for public question time.

4. Notification of Vacancy and Co-option of 7th Councillor

In accordance with Section 87, the Parish Council (as soon as has been practicable) will give public notice of the vacancy. The notice will be posted on the noticeboard and published on the website. Wychavon District Council has already been informed. Electors have 14 days from the posting of the notice in which to call for an election; if they don't do so within the time limit, the returning officer can notify the Parish Council, and the Council can then fill the vacancy by co-option.

5. Progress Reports

a) Footpaths. The Footpath Warden has sent a message to say he does not have anything new to report.

b) Tree Warden. A message has been received stating that there is nothing new to report at this time.

c) District Councillor:

i) Councillor Davis said he had known Councillor Hill for over 30 years and was sad to have lost him so suddenly.

ii) Wychavon's Grant was still currently available.

iii) New Homes Bonus review. Wychavon will pay up to and including Year 5. Dog/litter bins were not generally considered under the New Homes Bonus. An application could be sent to Councillor Davis and he may support / show sympathy with a litter bin.

The new 'system' will look at £60m (new houses) proposed and then allocate £3m for parishes who would then have to apply for a grant. There will be an update in June.

Councillor Davis was thanked for attending.

d) County Councillor – not present.

e) Clerk - ***Appendix 1***

Notes from Lengthsman included.

6. Planning

a) Current applications pending – Discussion took place regarding an extension to Nafford House. The house was not listed but there was local interest given its location. In principle the proposed idea was not a problem, but the design was not in keeping and should be more sympathetic to the 'lovely' Georgian house. There were also mature trees on the site. Councillor Fitch to draft a response.

b) Current planning applications approved/refused - none

c) Enforcement – nothing officially reported.

7. Financial Matters

a) The Accounts for year end 31 March 2018

i) Bank balance is £5.107.09 as at 28 February 2018 and as shown on the spreadsheet.

ii) Receipts –

£174.00 – Worcestershire County Council (WCC)– Lengthsman
£394.68 (ex VAT) – WCC County Councillor's Fund – signage
Totalling £568.68

iii) Payments agreed: –

£284.00 (no VAT) – Jerry Dicker inspection of plane tree plus recommendations.
£174.00 – Lengthsman November 2017

c) Payments for consideration

£35.00 – ICO registration renewal (Data Protection - see Item 13)
£252.00 – Lengthsman January
£473.62 (£394.68 VAT £78.94)– Signs Express
£204.00 – Lengthsman February
£30.00 – Councillor Yates CALC training

Clerks pay – January, February, March
Clerks PAYE
Clerks expenses
Birlingham Village Hall room hire 2018/2019
Internal Auditor – Sadie Yeomans has agreed to carry out an audit

Provisions – to consolidate the historic items of Tree Warden and Litter Pick remaining balances £106.66 and £176.00 respectively.

Councillor Yates and Councillor Allen will review the spreadsheet for the next financial year.

d) Savings Account

£500.00 has been transferred into the savings account and a receipt obtained.

e) Budget

The precept and grant for the financial year 2018-2019 has been sent to Wychavon District Council requesting £6,004.00.

8. Village Design Statement (VDS)

The Chairman gave an update on the Statement saying that the VDS was adopted as a Local Information Source at the meeting of Wychavon Council's Executive Board on 7 February 2018. This now means it has material weight, within certain limits, in helping to determine planning applications. Councillor Yates thanked all of those that were involved in its development, in particular the small group of volunteers who helped with the task of managing and running the overall process. They were; Steven Byrne, Mary-Ann Dyer, John Hill, Bryan and Christina Horrocks, Steve Morris and Dan Stratford as well as members of the Parish Council.

It has been the idea of the previous Chairman that the VDS should be made available in hard copy. These would be given to the main contributors of the working groups and extra copies for the Archives at the Hive. A quotation for 12 colour bound copies was £165.00. All Councillors were in favour of the printing in principle. Clerk to action.

9. New Homes Bonus

The current statement of monies available through the New Homes Bonus scheme is £1,375.00. Consideration and discussion took place regarding proposals for the New Homes Bonus, as follows:

Bins
Councillor New gave a report and various quotations/feasibilities/legalities/contractual obligations on bins available. Villagers feedback was welcomed. Councillor New to research further and meanwhile this would be placed in the village email circulation for feedback.

Kiosk
Consideration on 'tidying up' the telephone box. There has been a suggestion on it being used as an information centre and keeping it as a legacy under the Scheme. A refurbishment estimated at £800 has been given. More information was required, and any ideas were welcomed for discussion. Clerk to action further and to obtain quotations.

10. Village Green – Plane Tree and Ground Works

Plane tree
It was suggested that the Tree Warden be approached regarding the tree and monitoring it for any necessary inspections.
Clerk has contacted Western Power again and is awaiting a reply regarding the cables through the branches.

Bench and ground works
It was agreed to ask Carl about the levelling of the area near the tree and bench. There was a suggestion of the feasibility of moving the bench; maybe around the Millennium stone.

No Parking Signs
The signs have been made and need collecting. The County Councillor's funding has come through via the Lengthsman Scheme account. It was agreed that the Lengthsman can collect the signs and progress this matter.

11. Memorials

There will be a special church service in St James' on Sunday 11 November 2018. The usual British Region parade and service will take place in Eckington. The village event will be marked with a commemoration at the war memorial and a service in the church with refreshments and bell ringing. Details are yet to be announced. The Parish Council usually send a representative to Eckington to dedicate the poppy wreath. Clerk to ask Chris Reynard for advice.

12. Birlingham Village Hall Request

A letter ***Appendix 2,*** has been received from Valarie Gilmore, Birlingham Village Hall committee member. The Village Hall Trustees are applying to Wychavon District Council for a Community Grant under the local authority's scheme. It is intended to improve the accessibility in the front of the Village Hall by levelling the currently grassed slope and replacing with artificial grass. The purpose is to make the space more usable, particularly for mobility users. Also, wooden seating at the rear of the building.
The Parish Councillors have no objections to the application and would support the idea. Clerk to action a reply.

13. General Data Protection Regulations (GDPR)

The Parish Council have a current Policy for Data Protection which is due to be reviewed in May. The Data Protection Act 1998 which defines UK law on the processing of data on identifiable living people is expiring. On 25 May 2018 the DPA will be replaced by the GDPR. The Parish Council have renewed their registration with the Information Commissioner. The Parish Council need to consider its position on how they manage personal data and the proposed need to elect a Data Protection Officer (not Chairman or Clerk) who would be responsible for implementing a policy. Councillor Allen is to take the lead to show that the

Council are working towards compliance and he volunteered to be the Officer. Information and action *was* required for the next meeting and before the privacy law comes into effect. Councillor Allen to contact the Jubilee Committee and keep the Chairman updated.

14. Litter Pick

The date of the annual litter pick is Saturday 24 March 2018 and Parish Councillors were asked to attend to support the parish and other volunteers. Clerk is actioning.

15. Annual Parish Meeting

The Parish Councillors confirmed that the date of the Annual Parish Meeting was Wednesday 16 May 2018 starting at 7.00pm. Last year the meeting was held at the Cricket Ground which was successful and well attended with groups giving talks. Unfortunately, there was not time this year to organise and the circumstances have changed. St Richards Hospice has been contacted and informed that there will not be invitations this time. The meeting in May will be at the Village Hall which is already booked.

11. Councillors' reports and items for next agenda

None.

16. Closure and date of next ordinary meeting - with nothing further to discuss the meeting closed at 8.55pm and the Chairman thanked everyone for their attendance.

The next Parish Council Meeting is the Annual one along with the usual Ordinary meeting on Wednesday 16 May 2018 at 8.00pm.

Signed: ..... Councillor Ian Yates, Chairman

Date: ……

Democratic Opening

A villager raised concerns over the verges on the approaches into the village. The verges are being cut back by heavy vehicles. There were no suggestions on how to resolve this. The farm(s) should accept some responsibility and reinstate as they have done before.

Councillors discussed. It has been a bad winter; the roads are narrow, and the vehicles are bigger. The Lengthsman has previously done work and will do again where he can. County Highways have 'promised' to put in passing places in New Barn Road. Upper End is considered not to be wide enough in any one place.

The Councillors will consider any ideas. They suggested a 'shovel pick' / village tidy day.

Appendix 1 – Clerk's Report

Condolences regarding John Hill

Received from Defford and Besford Parish Council.

Signage

December
Signs Express

"*You will not need 2 posts for these. Cost to supply 450 mm by 200 mm aluminium sign fixed to 2000 mm 50 mm diameter post with base plate, cap and stainless-steel fixing clips will be £112.45 plus VAT each. Total £449.80 plus VAT*"

Chairman

"Let's go for what I believe is the final specification, so I can talk to my colleagues and get a decision.
Sign to be yellow background with black lettering and to be 400mm long x 200mm deep.
Fixed to a single 50mm post which is finished 600mm above ground level
Complete with all fixings supplied".

Another quote was received from Citysigns.

January
Highways:

"I have no preference regarding supplier. My suggestion regarding the sign layout, as follows;

Please
No Parking
Bus Route

This makes the ***'No Parking'*** *stand out more".*

Chairman:

To Highways:
"Thanks for your reply and apologies for not enclosing the wording for the signs. There is some difficulty with attaching to the church wall so two signs will be placed as close to the wall as the foundations allow with the other two opposite on the village green and a reasonable distance from the kerbing.

To County Councillor:
"We have now got quotes from the two companies suggested to us by Gerry and both are offering the same specification etc. There is however a difference in price and the lower bid is from City Signs which is £78.00 plus VAT per sign, making a total of £312.00 plus VAT. It is anticipated that our Lengthsman will install the four signs, two on the church side and two on the village green. I hope you are happy that we now commit to an order and move forward on this matter".

February
From Signs Express

"Please see invoice for your signs which are ready for collection."

To Highways:

"The signs are ready for collection and naturally the supplier, Signs Express, is looking for payment. How should this be dealt with as Adrian has kindly said it should come from his fund.

Does Birlingham PC pay and then claim back or is there another method? If you could let me know I will be grateful.

I have sent Gerry a copy of the invoice, so he can add it to the Lengthsman payment and reimburse us that way. I have also agreed with Phil at Signs Express that we will pay him in March once the money is in our bank. So, the signs can be collected.

Not sure if you have asked Carl about these but I wonder if you could arrange for him to collect and fix in place (we need to agree where) for which he will need 4 bags of post fix concrete. Phil Shellan is willing to explain to him how to fix them and I have given them Carl's name".

County Councillor asked to fill in a Divisional Payment Request.

March
Signs Express chasing for collection and payment of signs.

Lengthsman has agreed to collect and install.

Community Speed Watch

30 January – meeting with Co-Ordinator, Chairman and Clerk.

Chairman to Co-Ordinator.

"Thank you for spending the time with us yesterday and imparting some very useful information about possible routes forward. As promised I found the print outs from the data collected by WCC in May 2016 and enclose them in the pdf attached. This data was taken from strips across the road at Upper End and so please consider that this only one of the routes into the village, and they have no relevance to Eckington Road which whilst 40 mph does suffer speeding at peak times".

1 February reply:

"Thank you for data results. I have put a data collection request in for Birlingham and will place the recorder at a suitable location as discussed. Once the data has been collected and analysed I will provide an update.

Clerk asked for an update of the visit following the Chairman's email.

"To summarise our discussions, we identified a number of locations that a team could potentially operate speed watch. I have spoken to Julie Pardoe regarding some monitoring she has done, and I have those figures with me. As I may have said on the day, we always take our own data collection using our own equipment. I did put a data collection request in for Birlingham. The recorder is to be placed on a 30-repeater post at Upper End as agreed by us on the day.

The recorder is to be placed out this month for a 7-day period and once the recorder is brought back in we forward the data onto our Analyst who will update us on the results of that. Once I have the data results I will update you with the results of our data collection".

Consultation on Traveller and Travelling Showpeople Sites

Circulated to all Councillors.

"The South Worcestershire Councils (SWC) i.e. Malvern Hills District, Worcester City and Wychavon District are preparing a Traveller and Travelling Showpeople Site Allocations Development Plan Document that has to identify sufficient land for Traveller and Travelling Showpeople sites in order to meet the requirements of the recently adopted South Worcestershire Development Plan (Policy SWDP 17).

As part of this process, the SWC are consulting on Revised Preferred Options for a seven-week period from 28th February to 18th April 2018. This document sets out the SWC preferred sites and

gives people an opportunity to comment on these. It also asks some questions about the types of planning policy we might need to have in place to guide the development of future Traveller and Travelling Showpeople sites. The Revised Preferred Options consultation is in line with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012.

The deadline for comments on the Revised Preferred Options consultation document is 5:00pm on Wednesday 18 April 2018.

If you wish to submit comments on the Revised Preferred Options, please complete and return the response form by 5:00pm on Wednesday 18th April. Completed response forms can be sent:

By Email to: contact@swdevelopmentplan.org ; or

By post to: South Worcestershire Development Plan, c/o Policy Plans, Wychavon Civic Centre, Queen Elizabeth Drive, Pershore, Worcestershire, WR10 1PT.

If you have any queries about the Traveller and Travelling Showpeople Site Allocations Development Plan Document or the Preferred Options consultation please contact either Denise Duggan (Wychavon) tel. 01386 565267 or email denise.duggan@wychavon.gov.uk; or David Clarke (Malvern Hills) tel. 01684 862370 or email david.clarke@malvernhills.gov.uk."

Statement of Community Involvement - Adoption

Circulated to all Councillors.

"Statement of Community Involvement – Adoption

I write to inform you that each of the South Worcestershire Councils have now each adopted their revised Statements of Community Involvement (SCI). The SCIs set out how the SWC will undertake consultation on planning matters including the preparation of new planning policy documents – these set new policy to guide developments and identify the specific sites where development will take place, and how we will consult on major planning applications.

The revised Statements of Community Involvement can be viewed on the following websites:

- *South Worcestershire Development Plan www.swdevelopmentplan.org*
- *Malvern Hills District Council www.malvernhills.gov.uk*
- *Worcester City Council www.worcester.gov.uk*
- *Wychavon District Council www.wychavon.gov.uk*

Hard copies can also be viewed at the following locations:

- *Worcester Customer Services Centre at The Hive; Libraries at St John's and Warndon*
- *Wychavon Community Contact Centres in Pershore, Evesham and Droitwich; Libraries at Evesham, Droitwich, Pershore and Broadway*
- *Malvern Hills Customer Services Centres at Malvern, Tenbury Wells & Upton-upon-Severn; Libraries at Malvern, Tenbury Wells and Upton-upon-Severn*

If you have received this letter in hard copy and prefer to receive future updates by email, please e-mail contact@swdevelopmentplan.org to add your email address to our database.

Fred Davies
Planning Policy Manager (Malvern and Wychavon Councils)"

Defibrillator

19 January from PC Chairman to BVH Chairman

"*At its last meeting Birlingham Parish Council considered the suggestion that it should support the ongoing maintenance costs of the defibrillator. The members were pleased that the administration matters have now been put in place and that once examined by West Midlands Ambulance Service the defibrillator will be fully accepted and included in their inventory of working equipment.*

On the basis that Birlingham Village Hall continue to have responsibility for the care and repair of this equipment the Parish Council is willing to support the future costs involved in replacing pads and batteries in line with the manufacturers recommendations. This would be done via the Community Fund which was created some three years ago precisely for helping village organisations/activities on a matched funding basis. This approach was considered to be more beneficial in particular for BHV as it will allow the funds earmarked for this purpose to last longer, and so ensure the equipment is available.

I will discuss in more detail the mechanism for making a claim under this fund with Ken upon his return from holiday, in order that all runs smoothly in the future".

22 January reply

"*Very good news and thank you John, and your Parish Council colleagues, for supporting the future ongoing defibrillator maintenance costs.*

I have spoken to Ken and he tells me that in practice that when replacements costs are required the Village Hall will obtain the items and we will then issue an invoice to the Parish Council who will pay 50% of the total cost, an excellent solution.

The emerging evidence on the defibrillator use seems to suggest that the call on the device is likely to be minimal and therefore the costs for replacements and renewals should be quite modest. If this view is correct, our present surplus from the village donations plus the grant, will on its own cover first 4/5 years of anticipated costs and with your suggested way forward, there should be no concern for the next 8/10 years, by which time who knows what a defibrillator will look like".

Response

"*I am pleased you consider that Birlingham Parish Council are being fair with this item. However, I did in my email to you on Friday indicate that the exact mechanism for this would have to be discussed when Ken returns from holiday. There are some rules to this fund which were approved by the Council at the funds inception and clearly, we have to work within those; so as not to set precedents for other organisations/activities which wish to benefit. This is in fact a grant and so an invoice to the Parish Council may not be the appropriate way to handle it, but I am sure a workable solution can be found*".

Police

"*POLICE REF: 0384S160118 (Circulated to Community, Rural & Business)*

BURGLARY BUSINESS & COMMUNITY: DEFFORD ROAD, PERSHORE. At 1210HRS 16/1/18 two males in a white transit van have entered a yard and attempted to steal batteries. When the alarm has sounded they have dropped the batteries and have run off. Good security measures on site deterred the perpetrators."

March – From Julie Pardoe

"We only have one incident to report for the last two months and that was a burglary where a laser level, drill and saw was stolen sometime on Saturday from a construction site".

"From Watch Messaging- OIS No: 0255S 190318 Incident type: BURGLARY At: BIRLINGHAM Date/times: 17/03/2018 Between 08:00 & 16:30hrs

Persons unknown have entered an open detached garage and stolen a Hilti Laser level and tripod, a DeWalt Impact Drill and a Makita Saw."

Notification of consultation on Supplementary Planning Documents (February 2018)

Circulated to all Councillors.

"South Worcestershire Development Plan (SWDP)
Notification of Consultation on Supplementary Planning Documents (February 2018)

The three South Worcestershire Councils, that is Malvern Hills District, Worcester City and Wychavon District, invite you to comment on the following supplementary planning documents, which are designed to explain planning policies in the adopted SWDP in more detail:

1. ***Draft Renewable and Low Carbon Energy SPD:*** *This SPD relates to policy SWDP 27 of the South Worcestershire Development Plan, which seeks to promote the use of renewable and / or low carbon energy sources in development. The policy also requires large scale development to examine the potential for decentralised energy and heating networks, and also sets out the policy approach for stand-a-lone renewable and low carbon energy schemes (with the exception of wind turbines).*

2. ***Draft Water Management and Flooding SPD:*** *This SPD relates to policies in the adopted South Worcestershire Development Plan that seek to minimise the impacts of flood risk and direct development to the areas of lowest flood risk, promote effective water management and maintain water quality. These are policies SWDP 28 Management of Flood Risk; SWDP 29 Sustainable Drainage Systems and SWDP 30 Water Resources, Efficiency and Treatment.*

3. ***Revised Developer Contributions SPD:*** *The revised Developer Contributions SPD relates to further advice required in the light of new infrastructure evidence, e.g. the development of the Local Transport Plan 4, and a number of other amendments for example to take account of the adoption of a Community Infrastructure Levy (CIL), which came into effect in June 2017 for Malvern Hills and Wychavon councils and September 2017 for Worcester City Council.*

The above SPDs are being formally consulted upon for a six-week period which will run from Friday 2nd February 2018 to Friday 16th March 2018. These consultations are in line with Regulation 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012.

How to Comment

Copies of the three draft Supplementary Planning Documents and response forms are available to view online via the following websites:

- *South Worcestershire Development Plan www.swdevelopmentplan.org*
- *Malvern Hills District Council www.malvernhills.gov.uk*
- *Wychavon District Council www.wychavon.gov.uk*
- *Worcester City Council www.worcester.gov.uk*

Completed response forms can be submitted by email: contact@swdevelopmentplan.org, or by writing to
The SWDP Team c/o Policy Plans Team, Housing and Planning Services, Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, WR10 1PT.

Fred Davies
Planning Policy Manager (Malvern and Wychavon Councils)

Maria Dunn
Planning Policy Team Leader - Worcester City Council"

Budget Requirement

Senior Accountancy Assistant

"I acknowledge receipt of the 2018-19 Budget Requirement for Birlingham Parish Council in the sum of £6,004.00.
The band d charge for Birlingham Parish Council on the 2018-19 Council Tax Bill will be £34.85, an increase of 2.0% over the current year's charge".

Village Design Statement

10 February from Andrew Ford, Planning Policy

"Dear Ian
Just to let you know that the Birlingham Village Design Statement was adopted as a Local Information Source at the meeting of the council's Executive Board on Wednesday 7 February 2018. This now means it has a material weight, albeit limited in helping to determine planning applications and can be used additionally by the parish council in responding to planning application consultation.

Any queries please get back to me.
Kind regards
Andy"

Pollinator Conference at Worcestershire Wildlife Trust

Email received from Ecologist at Worcestershire County Council regarding the Pollinator conference 27 March 2018 – invitation to all Parish & Town Councils and community groups.

Chris Reynard has volunteered to represent Birlingham.

PKF Littlejohn – request for contact details

CALC to All member councils

"Rebecca Plane, a Senior Audit Manager at PKF Littlejohn has emailed to ask for your help. Littlejohns are the new external auditors for Worcestershire parish and town councils and parish meetings. Unfortunately, they are not able to use the contact detail information that they have been given for the councils whose audit they are responsible for. Would you please email the information they need to SBA@pkf-littlejohn.com

This includes those councils whose annual turnover is less than £25,000.

The information that they would like is as follows:
SAAA reference number, Name of council or parish meeting, Name of clerk, Address for council correspondence, Telephone number – land line and mobile and Email address of clerk"

Actioned by Clerk.

Highways

"Reference Number 460297

Your Reported Issue was:

Blocked fully drains leading to flooding of the carriageway

Our Update:

SPF: 08/03/2018- Thank you for your enquiry. This site has been inspected 08/03/2018 and an order will now be raised to clear the blocked gullies."

Wychavon Sport

12 March 2018

Sent from the Organisers of the Parish Games

"Birlingham Parish Council
2018 Wychavon Parish Games

I am writing to invite you to join us in this year's Parish Games- the 40th anniversary of the Games. As you may know, these are a series of fifteen events, which are competed for by residents of the various parishes within Wychavon. Events are: Angling; Bell Boating; Bowls; Crib; Cross Country; Ladies' Darts, Men's Darts; Dominoes; Men's Five-a-Side; Petanque; Pool; Ladies' Rounders; Skittles, Junior and Senior Table Tennis. As you can see, there is something for everyone, and participants enjoy visiting clubs, pubs and village halls in other parts of the District. Many Parishes start by entering just one event and then enter more in the following year.

The entry fee is £6.00 per event, with a maximum fee of £60.00 if you enter more than ten events. This is paid by the Parish Council.

I attach an article which we would ask you to pass on to the Editor of your Village/Parish Newsletter, asking for this to be included in the next edition. This is a brief resume of what the Games is about. One of our Committee members would be more than happy to come along to any Meeting in your Parish to tell you, your Councillors and the public more about the Games.

Birlingham always used to enter the Games winning the Crib in 1984 and 1997. We know that your parishioners have also enjoyed taking part recently. This is why it was so disappointing not to have received any entries last year. Packs of rules and an entry form will be sent out to Parish organisers within the next few weeks.

Further information is available on the website, which is currently being updated. Alternatively, you can always contact me directly for further information."

Adoption of the South Worcestershire Design Guide Supplementary Planning Document (SPD)

Following public consultation during 2017, the three South Worcestershire Councils (Malvern Hills District, Worcester City and Wychavon District) have now adopted the South Worcestershire Design Guide SPD, with effect from 6 March 2018, at their relevant committee meetings.

Copies of the adopted SPD and the Statements of Consultation that show how the draft document has been amended can be found http://www.swdevelopmentplan.org. The official Adoption Statement is included http://www.swdevelopmentplan.org/wp-content/uploads/2018/03/Design-SPD-Adoption-Statement.pdf.

Birlingham News (extracts of relevance)

Birlingham **News 149** – 31 January

We would like to remind you that Birlingham News is sent out on the second and last Wednesdays of each month and items for inclusion should be sent to news@birlingham.org by the Sunday before publication. Thank you to all those who have submitted articles recently; these are very much appreciated.

In this issue:

1. Snowdrop Teas, Saturday 3rd – Sunday 25th February
2. St James' Church Services – February
3. Birlingham Photography Club, Tuesday 6th February
4. Cuppa & Chat, Wednesday 7th February
5. Bulb Sunday Service, Sunday 18th February
6. Trip to Bristol Hippodrome, Friday 2nd February
7. Clara's Fundraising Challenge
8. Burns Night Report
9. Parish Council Report
10. Planning Applications

Parish Council Report

John Hill writes:

At its meeting on 17th January, Birlingham Parish Council discussed a number of matters, including the following:

- Agreement of 2018-19 budget, which results in a Band D increase of 69 pence for the year
- Discussion of future projects, which included refurbishment of the telephone box and placement of additional rubbish bins within the village

- Further meeting with Community Speed Watch Co-ordinator to be arranged to understand current position on vehicle speeding
- Dates for village litter pick arranged: Saturday 24th and Sunday 25th March
- Agreed a request from Birlingham Village Hall to assist with future maintenance costs of the defibrillator; these to be funded via the Community Fund

Planning Applications

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

Peacock Cottage, Lower End: Two storey extension to Peacock Cottage similar to 06/00508 and 17/01046 but amalgamating some design aspects. Also proposed 3 dormer windows to the front elevation to blend with style of barn next door. (Case No. 17/02337). Awaiting decision by Wychavon District Council. (Consultation period ends on 22nd February.) Full details can be viewed on the Wychavon DC website

Birlingham **News 150** – 14 February

John Hill

We are very sorry to announce that John Hill died suddenly, early yesterday morning. John was heavily involved in many aspects of village life and he will be greatly missed. Our condolences go to Daphne and the family.

Details of funeral arrangements will be circulated as soon as they are available.

John was a member of the Jubilee Committee and of the Birlingham News editorial team, so the regular Birlingham News has been postponed until later this week.

Birlingham **News 151** – 16 February

This edition has details of the annual Bulb Sunday Service this week, along with information about several other events over the coming months.

In this issue:

1. Bulb Sunday Service, 18th February
2. March Hare Charity Quiz, Saturday 10th March
3. Village Litter Pick, Saturday 24th March
4. Black Country Evening, Saturday 14th April
5. Adoption of Birlingham Village Design Statement
6. Bell Ringers – Great War 100th Anniversary

Village Litter Pick, Saturday 24th March

The annual litter pick will take place on Saturday 24th March. Please save this date and join us if you can. We should be able to complete the litter pick in an hour if sufficient people turn up.

Meet on the village green at 10.00am. Litter-picking equipment is provided.

Adoption of Birlingham Village Design Statement

The Birlingham Village Design Statement was adopted as a Local Information Source at the meeting of Wychavon District Council's Executive Board on Wednesday 7th February 2018. This now means it has a material weight, albeit limited, in helping to determine planning applications and can be used additionally by the Parish Council in responding to planning application consultation.

The Village Design Statement is available online

at www.birlingham.org/parishcouncil/vds/vds_2017.pdf.

Bell Ringers – Great War 100th Anniversary

Birlingham Bell Ringers are looking for new recruits to help ring for the 100th Anniversary of the end of the Great War on 11th November 2018. If you think you may be interested, please call Chris Woodward.

Birlingham **News 152** – 28 February

Here is the round-up of events over the next two weeks.

In this issue:

1. St James' Church Services – March
2. Birlingham Photography Club, Tuesday 6th March
3. Thanksgiving Service for John Hill, Wednesday 7th March
4. March Hare Charity Quiz, Saturday 10th March
5. Cuppa & Chat, Wednesday 14th March

Birlingham **News 153** – 15 March

The last week of March sees several opportunities to join in with village activities.

In this issue:

1. Parish Council Meeting, Wednesday 21st March
2. Village Litter Pick, Saturday 24th March
3. Friends of St James AGM, Tuesday 27th March
4. Church Cleaning Party, Wednesday 28th March
5. Black Country Evening, Saturday 14th April
6. Free Karate Classes
7. Snow Clearance Thanks
8. Planning Applications

Parish Council Meeting, Wednesday 21st March

The next meeting of Birlingham Parish Council takes place on Wednesday 21st March 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.

The agenda for the meeting is available at www.birlingham.org/pc_info/pc_agenda_2018-03-21.pdf and the draft minutes of the previous Parish Council meeting on 17th January can be viewedat www.birlingham.org/pc_info/pc_minutes_2018-01-17.pdf.

Village Litter Pick, Saturday 24th March

The annual litter pick takes place on Saturday 24th March. Please join us if you can. We should be able to complete the litter pick in an hour if sufficient people turn up.

Meet on the village green at 10.00am. Litter-picking equipment is provided.

Snow Clearance Thanks

The Parish Clerk writes:
On behalf of villagers we would like to say a 'thank you' to Revills for their support in assisting to clear away the snow drifts on Friday 2nd March and again on Saturday 3rd March. The Parish is also grateful to the tractor driver who dug out vehicles and cleared the lanes so that residents were able to get out of their drives.

Planning Applications

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

- Nafford House, Nafford Road: Single storey side extension (Case No. 18/00457). Awaiting decision by Wychavon District Council. (Consultation period ends on 3rd April.) Full details can be viewed on the Wychavon DC website at https://plan.wychavon.gov.uk/plandisp.aspx?recno =3D93452.

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

- Peacock Cottage, Lower End: Two storey extension to Peacock Cottage similar to 06/00508 and 17/01046 but amalgamating some design aspects. Also proposed 3 dormer windows to the front elevation to blend with style of barn next door. (Case No. 17/02337). Approved.

Appendix 2 – Birlingham Village Hall

Letter quotes

> *"The Village Hall Committee is to submit an application for a Community Grant to Wychavon District Council. It is hoped to improve the environment of accessibility in front of the Village Hall by levelling the currently grassed slope and replacing the grass with artificial grass. These improvements will make the space more usable, particularly for users with mobility issues. The artificial turf will ensure reduced maintenance and be more usable for more months in the year. It is hoped to enhance the use of space at the rear of the Hall by construction of wooden seating. The area is currently underused, and seating will provide an attractive addition to the facilities. It would be greatly appreciated if the Parish Council could lend your support in this matter."*