

## Defford and Besford Parish Council

### The Minutes of the Parish Council meeting held on Tuesday 16<sup>th</sup> July 2019 at Defford Village Hall

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Present: Councillors Cheetham (Chair), Clarke, Davis, Spiers, Wicksteed, Downer

In attendance: Clerk and 5 members of the public

Apologies: County Councillor Hardman

1. Chair welcomed Cllrs and members of the public to the July meeting. He stated that the public session would be limited to 10 minutes with a maximum of 2 minutes per person. It was noted that one parishioner has asked to inspect 2018/19 accounts, the clerk would arrange a date and time.

Members of the public were made aware of the closed session at the end of the meeting to discuss employment conditions of the clerk who would be leaving the Parish Council, he wished the English Family all the best in their move to Australia. If any residents wanted to apply for the position of Parish Clerk they should apply in writing to the clerk. The process of Co-opting would also be discussed in the closed session as no response had been received from the listing on the website.

Cllr Ron Davis advised the Parish Council that Mr John Meiklejohn, who served on the PC in 1978 has sadly passed away, a minutes silence was held in his memory.

For information the Chairman mentioned that the Defford Air Strip event will take place on Saturday from 12pm to 5pm

2. Declarations of Interest:

a) Register of Interests: Councillors are reminded of the need to update their register of interests.

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. CW and IS on planning items

c) To declare any Other Disclosable Interests in items on the agenda and their nature.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

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#### Public Question Time – The Chairman adjourned the meeting 19:50 to listen to members of the public. – notes attached

The following items were noted

1. Co-option of Parish Councillor, this was not advertised effectively on the website. It was also mentioned that we may have to observe the '35 day rule'
2. The clerks email address on website has not been updated and currently there are 2 which is confusing (it was pointed out that both are valid and route to the Clerk but the website would be updated to show only one)
3. Fire Hydrants in Defford - there is outside the Sunny Bank Cottage which it was claimed had not been tested in over 35 years (Update, the Chair has been in touch with the hydrant maintenance team, who will be sending details of the records they have – update to website when received.)
4. Sign on main road "Defford" has been damaged, GC stated that Highways refused to clean it as it is damaged however highways refuse to replace (The PC will discuss this with the County Councillor)
5. Allotments that were granted to church years ago, what have happened to them – Chairman stated it was a church issue. Clerk would pass on to the PCC
6. Top end of the Church Yard where babies have been buried, there is nothing there to mark this, suggested it needs some recognition – Chairman stated it was church issue. Clerk would pass onto the PCC
7. Minutes have not been posted on the website or noticeboards – this was a concern and the Chairman stated that a process change is taking place and the Draft Minutes will be on the website roughly 2 weeks after the meeting. There was a request for a larger font on the Notice Board, this will be discussed with the Clerk.
8. Electric charging points seem to be premature for the Parish Council to even be considering.

The meeting reconvened at 20:10pm

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3. Minutes of the Meeting May 2019 were proposed by JC seconded IS. All voted in favour

4. Councillors' reports: for information and items for future agendas

(a) County Councillor Adrian Hardman, none

(b) District Councillor Ron Davis

Wychavon still working on Pershore bridge and Car parking at the train station

(c) West Mercia Local Policing Team – Two break-ins in Defford over the period, Defford Arms broken into and Churcham Homes container.

5. Matters arising from previous minutes

5.1 Smell down Harpley Road - reported to Severn Trent, no response yet, to be followed up.

5.2 Openreach box in St Peters Lane – knocked down last winter (GC), reported to Openreach once again, who want more detail. GC does not think it is a danger to public

5.3 Church Close intersection (GC), met with Churcham Homes who will address all the issues as well as cutting back the grass. There was a suggestion that we put in speed bumps but it is not thought this will get any support from Highways.

5.4 Speeding down Rebecca Road towards Croome. Cllr Wicksteed will write the Chairman and Clerk so that enabling the PC to write to Cllr Hardman asking for a traffic survey to take place. (CW)

6. Planning

a. To consider planning applications for comment and decision notices received.

<a href="#">19/01570/HP</a>	Bishops Barn St Peters Lane Besford Worcester WR8 9AP	Erection of outhouse for ancillary living accommodation. The Parish Council have no objection	Pending decision
<a href="#">19/01317/FUL</a>	Avonside Upton Road Defford Worcester WR8 9BU	Replacement Barn. It was mentioned that the Chairman commented on the type of access door which could impede the track at the front – The Clerk had passed on this comment to Planning.	Pending decision
<a href="#">19/00758/FUL</a>	Broad Hill Farm Broad Hill Defford WR8 9AE	Demolition of existing dwelling, agricultural and equestrian buildings and remodelling of farmstead to include new replacement dwelling, agricultural and equestrian buildings and landscape/ecology enhancements.	Pending decision
<a href="#">19/00815/SCR</a>	Land North Of Strensham Bourne Road Defford	Screening Opinion for solar farm and associated development	Decision - Information

It was agreed that Cllrs Clarke & Wicksteed would develop a questionnaire on the proposed 12 houses where the Big Pink Lorries are based.

b. Planning applications approved

<a href="#">19/00607/HP</a>	San Remo Bourne Road Defford WR8 9BS	Construction of conservatory	Approved
<a href="#">19/00698/FUL</a>	Buildings At Woodmancote Defford	External alterations to building, including new and replacement windows and doors, replacement cladding and replacement roof covering to facilitate change of use approved under 18/02541/GPDP	Approved

7. Finance

(a) Bank Balance

Current account balance as at 6<sup>th</sup> June 2019 - £18,071.48

Savings account balance as at 9<sup>th</sup> May 2019 - £ 4,053.59

(b) The payments below were proposed by RD, Sec JC all voted in favour

Ref	Payee	Description	Net	VAT	Total	Total value	Cheque no
1	New Farm Grounds	Lengthsman (March)	£ 330.00	£ 66.00	£ 396.00		
		Lengthsman (May)	£ 230.00	£ 46.00	£ 276.00		
		Lengthsman (June)	£ 230.00	£ 46.00	£ 276.00	£ 948.00	1136
	M English		£ 748.33		£ 748.33	£ 748.33	1137
	Pendas	Website	£ 50.00	£ 10.00	£ 60.00		
	Pendas		£ 25.00	£ 5.00	£ 30.00		
	Pendas		£ 25.00	£ 5.00	£ 30.00	£ 120.00	1138
	Defford Village Hall	Meeting costs	£ 16.00		£ 16.00	£ 16.00	1139
	Warndon Parish Council	Training	£ 30.00		£ 30.00	£ 30.00	1140
	Eon	Street lighting	£ 124.59	£ 6.23	£ 130.82	£ 130.82	1141
	Wychavon	Elections	£ 100.00		£ 100.00		1142
	TOTALS		£ 1,808.92	£ 184.23	£ 1,993.15		

(c) The Chairman mentioned his concerns over amount of money spent on Pendas, it was agreed to look into this further. (GC/JC)

(d) Lloyds Bank Mandate was signed to include Cllr Cheetham as a signatory.

## 8. Parish Council Aims and Objectives

Update on issues raised and feedback from Councillors

It was agreed that Cllrs would produce a monthly report which would be posted on the website

Aim/ Objective	Responsible
1) <b>Lengthsman, Clerk to send list of duties to Cllrs</b> Area around the carpark in need cutting back, agreed that IS would do this in the next few weeks.	ME IS
2) <b>Resurfacing of village car park</b> 2.1 Drainage, problem has rectified itself, grating to be installed ASAP. It was noted that a resident had raised the question about the final surface, Cllr Spiers stated there had not enough money to provide a better service. Cllr Davis suggested the PC make an application under legacy application to upgrade it. Churcham Homes have applied to run an electric cable under the car park. Cllr Spiers will handle the response to this. Agreed to keep the Village Hall Committee up to date	IS
3) <b>Millennium Green (MG) /Play Area</b> 3.1 Football nets - smaller goals with nets on the back were proposed in the hope to encourage children to play on the Green. A working party was set up to look into purchasing cheaper nets +- £100 and monitor their usage. Steve Ide agreed to be part of the working party. 3.2 RoSPA Inspection flagged up the benches which they recommend need replacing as well as the weeds under matting which needs attention. It was agreed to replace 2-3 benches of the worst benches at first. Money to come from election provision which was not used. RoSPA Inspection report to be uploaded onto the website	BD
4) <b>Dog fouling</b> 4.1 Request to replace 1 or 2 x dog bin by the The dog bin at the Village Hall was replaced free of charge by Wychavon, it was agreed that the bin should be moved to the to the other side of the railway bridge subject to approval It was agreed to purchase 2 new bins at a cost of £517 each to be installed at the Millennium Green and Harpley road.	BD

5) <b>Parish Council Website</b> It was agreed that Cllr Clarke would set up a meeting with Pendas for himself and the Chairman in order to discuss the website. We need to get more certainty about requests to upload documents occurs in a timely fashion	JC
6) <b>New Homes Bonus</b> 6.1 Village Hall Flooring – As no further applications had been received it was proposed, seconded and all voted in favour of supporting the Village Hall project in replacing the flooring under the NHB scheme. It was noted that we cannot reclaim the VAT.	All
7) <b>Telephone Box</b> 7.1 Defford, contact made with an electrician, waiting on quotation to install electricity. 7.2 Besford, handed over to residents group	GC JC
8) <b>Street lighting</b> A meeting had been held and a walk around the village noted that two lights need total replacement. All bulbs will eventually need replacing however current lights are no longer available, backlog is 18 months. Once report has been received will be discussed further.	GC/BD
9) <b>Highways &amp; Byways</b> 9.1 Flooding, no issues 9.2 Village Hall Signage (GC), County confirm that they have supplied two signs and feel that is sufficient. 9.3 Defford Signage (GC) to follow up 9.4 Churcham Homes (GC), as above 9.5 Speeding (GC), speed bumps in Church Lane were proposed. Will discuss with the County Councillor.	GC GC GC GC
10) <b>Footpath Warden, Cllr Wicksteed</b> made contact with Wychavon. He will produce a detailed report on footpaths once a map of the area has been received	CW
11) <b>Electric Car charging points</b> , waiting on quote from Power Solutions and D risk.	JC
12) <b>Repair to Church wall</b> , currently awaiting a quote to repair, waiting for a response from the PCC to see if the PC is responsible for the wall, if the PC is responsible agreed to add to the risk register and advise insurance.	GC
13) <b>Bredon Hill Conservation Group</b> , nothing to report	IS
14) <b>Mowing</b> , Clerk to send copy of the invoices and quotation to BD	All
15) <b>Smart Water</b> , GC to pursue	GC

## 9. New Items for discussion and decision

- 9.1 Adoption of Parish Council Policies (GC) – Agreed that the Clerk would send a note to remind Cllrs to look at them before the September meeting in order to formally approved and adopt.
- 9.2 Councillor Training (GC), suggested all Cllrs attend training. Cllr Wicksteed to advise Clerk if he wants to attend the training session on the 22/7
- 9.3 Besford Bridge – JC to review and confirm if the PC should lend support.
10. Correspondence for Information: To note the appendix of items which have been circulated or will be available for inspection at the meeting (if applicable) – nothing to support
11. With nothing further to discuss the meeting closed at 9.30. The date of the next meeting would be 17<sup>th</sup> September at 7.45pm in Besford
12. Closed session

Signed

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Chairman

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Date