

MINUTES OF OMBERSLEY AND DOVERDALE PARISH COUNCIL  
HELD ON TUESDAY, 18<sup>th</sup> SEPTEMBER 2018 AT 7.30PM.  
AT SYTCHAMPTON VILLAGE HALL

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Present: Cllrs Mrs J Goodman (Chairman), W T Arnold, M Best, F Cody, Mrs S Collier, D Ingram, C McKenzie-Rowan, R Reynolds, J Ringe, Mrs B Serrell and C Welch (11)

Public Question Time

No members of the public were present.

93/18 Chairman's Announcements

The Chairman took the opportunity to highlight the significant amount of activity which had been continuing over the summer. She commended the dedication of the committed group of volunteers who continued to be involved in many activities throughout the parish. The Parish Council also wished to place their appreciation on record.

94/18 Apologies for Absence

Apologies for absence were received from Cllrs Mrs H Barningham and P Reynolds.

An apology for absence was also received from Cllr P. Tomlinson (County and District Councillor).

95/18 Declarations of Personal and Prejudicial Interest

The following interests were declared:-

Cllr W T Arnold – Member of Ombersley Memorial Hall Management Committee and Ombersley Memorial Hall Trustee.

Cllr M Best – Member of the Sytchampton Village Hall Management Committee.

Cllr F Cody – Parish Council representative on Sytchampton Village Hall Management Committee.

Cllr D Ingram - Parish Council representative on Ombersley Memorial Hall Management Committee

96/18 Minutes of the Meeting held on 17<sup>th</sup> July 2018

Copies of the minutes of the meeting held on 17<sup>th</sup> July 2018 had been previously circulated to Councillors. It was moved by Cllr Ingram and seconded by Cllr Mrs Serrell that the minutes were an accurate record of the meeting. All Councillors agreed and the Chairman signed the minutes.

97/18 Planning Matters

(a) Planning Applications for consideration

The Clerk to the Council reported that a number of planning applications were currently being considered by Councillors prior to responses being made under the delegated authority procedure.

(b) Responses to Planning Applications made on behalf of the Parish Council (Delegated Authority)

The Clerk to the Council reported that he had responded to a number of applications on the Parish Council's behalf under the delegated authority procedure. These were listed at Appendix 1 to these minutes.

(c) Details of decision Notices received from Wychavon District Council

A list of decision notices received since the last meeting was also circulated. These were included in Appendix 1 to these minutes.

- (d) Consideration of any other 'planning' matters received by the Council prior to the commencement of the meeting.

The Chairman reported on the Planning Appeal Hearing in respect of Plot 1, The Paddocks, Comhampton which she had attended. A decision was likely to be received from the Planning Inspectorate within the next 6/8 weeks.

#### 98/18 County and District Councillor Reports.

A copy of Cllr Tomlinson's County Councillor Report had been previously circulated to Councillors.

As Cllr Tomlinson was unable to be present at the meeting, Councillors were asked to forward any questions or queries to the Clerk to the Council who would forward them to Cllr Tomlinson.

#### 99/18 Neighbourhood Development Plan

The Council received an update from Cllr Mrs Collier.

She reported that work continued and progress remained on track. The business questionnaire had been issued and a number of businesses had responded. She was, however, aware that some prominent local businesses were still to respond. Arrangements would be made for reminders to be issued.

Additional free technical support had been applied for. This would be used to assist with the preparation of a Design Statement.

The results of the Call for Sites were now not likely to be available until November 2018. Once the results were available they would be shared with the Parish Council. DJN Planning would then help to determine which, if any, of these sites would be deliverable.

The household questionnaire was ready for distribution. Volunteers were now being sought to help with the delivery and collection. The questionnaires would go out around 11<sup>th</sup> October 2018 and completed returns would be collected towards the end of October 2018. A Public Meeting would be held in January 2019 so that the results could be fed back. Any councillor who could assist with delivery and collection of the questionnaires was asked to inform Cllr Mrs Collier.

The District Council was also currently undertaking a review of Development Boundaries. The logic behind this review had been considered and discussed at the last TOAD Group meeting. A response had been prepared by David Nicholson (DJN Planning) and sent on the Parish Council's behalf.

Finally, as part of the work undertaken to date a large number of traffic related concerns had been brought forward. Whilst the Neighbourhood Plan could consider traffic issue arising from future development, its ability to look at existing traffic concerns was very limited. In order to ensure that the Neighbourhood Plan remained credible in residents' eyes, these limitations needed to be understood by all involved in the process.

However, the traffic concerns being raised were legitimate and ways of resolving them needed to be considered. It had therefore been proposed that a separate group (ROADS) should be created to consider ongoing traffic concerns in the village. To date, 16 volunteers had expressed an interest in participating.

Cllr R Reynolds suggested that there was an opportunity to seek the implementation of a 20mph zones in The Racks and other new developments in the parish. Such zones were accompanied by physical traffic calming features and were more effective than reliance on enforcement. He undertook to highlight some examples so that this could be considered as part of the development of the Plan.

Councillors confirmed that they were entirely happy and supportive of the work being undertaken.

Cllr Arnold felt that the Council's appreciation to Cllr Mrs Collier and Cllr Mrs Goodman should be formally recognised. Their work on behalf of the Council was significant and hugely appreciated. This was unanimously agreed by all Councillors

### 100/18 Village enhancements

The Chairman referred to a meeting which was held earlier today with representatives of the Highway Authority and Ombersley Conservation Trust to consider enhancement schemes for the roundabout in the centre of the village. The meeting was also attended by Cllr Mrs Collier and the Clerk to the Council.

This meeting was designed to gain clarification about any support which may be forthcoming from Highways. It was also an opportunity to gain clarity on any constraints which may need to be factored into any proposed scheme.

The meeting had been informative and proposed designs would now be prepared for further consideration.

The Chairman also reported on the Play Area. The upgraded equipment which had been funded by the Ombersley Play Area Action Group was due to be installed this week. Cllr Mrs Barningham had also raised the possibility of fencing the play area to provide added security for those using the area.

The land on which the Play Area was located was owned by Ombersley Memorial Hall. Therefore any permission to erect a fence would need to come from them.

Should the Group wish to use funds raised to provide the necessary fencing, that would be a matter for the Group to determine, provided the necessary consents were forthcoming from the Hall Committee. The Play Area remained a priority and as previously stated, consideration of financial support from the Parish Council would need to be considered as part of the other priorities emerging from the Neighbourhood Development Plan.

Progress on the other enhancement schemes currently under discussion with the Ombersley Conservation Trust would continue to be reported to the Council.

### 101/18 Remembrance Day – Road Closures and Other Arrangements

Arrangements for this year's Remembrance Day Parade were being finalised. The parade would, as in previous years, start from the King Arms. A Road Closure would again be put in place, the costs of which would be met by the Parish Council. A number of the Ceramic Poppies would also be on display.

Services would again be held at St Andrew's, Ombersley and St Mary's, Doverdale. Following the St Andrew's service a lunch would be held at Sytchampton Village Hall. Tickets would be £10 and bookable in advance. Unfortunately due to a pre-existing booking it had not been possible for this event to be hosted at Ombersley Memorial Hall.

Some Councillors felt that it was unfortunate that the Memorial Hall was not available. However, the circumstances had been explained and arrangements now made at Sytchampton. Cllr Ingram, the Parish Council's representative on the Hall Committee undertook to inform the Committee of the Parish Council's concerns.

### 102/18 Christmas Tree on Weighbridge Gardens

Cllr Welch reported that he was shortly due to meet with Cllr P Reynolds to put the agreed arrangements in place.

(a) Report and recommendations from the meeting of the Finance Committee

Cllr Best updated the Parish Council on discussions at the meeting of the Finance Committee held on 12<sup>th</sup> September 2018.

(i) Ombersley Memorial Hall

A presentation was made by representatives of the Ombersley Memorial Hall Committee on progress with their Biffa Grant application. In summary, the Hall had now received confirmation of receipt of the grant and matters were now moving forward. Detailed costings and timelines had been produced and these were shared with the Finance Committee. This was helpful in giving clarity about when the funds held on the Hall's behalf would need to be released.

To ensure that value for money was being achieved the project had been put out to tender and project management arrangements were in place. The contract was a fixed fee contract and to ensure that the project stuck to its specification, changes could not be agreed without confirmation from the Project Manager and Chairman of the Hall Committee. Funding for the project was in place. There was also a small contingency fee. Given that the funding schedule was tight it was imperative that regular reviews were undertaken and that changes could not be made to the contract without specific written agreement.

The Finance Committee had also discussed the status of the Anton Fund which was one of the sources of funding for the project. Cllr Best suggested that dependant on the status of these funds and the basis on which the donation had originally been given it may be possible to treat this fund as a third party contribution. If this could be confirmed it may allow the VAT to be reclaimed and the expenditure from this source. Cllr Best undertook to investigate this further and would report back to the Council so that it could determine how to proceed.

Finally it had been re-iterated to the Hall Committee representatives that, as with any other project, the Parish Council would not be liable for any deficits or overspends on the project so it was imperative that the scheme was effectively managed by the Hall Committee. This had been understood and accepted by the Committee's representatives.

(ii) St Mary's Church, Doverdale

St Mary's Church was currently working on a scheme to connect the toilets to the mains water supply. The costs of this project were being funded by the Friends of St Marys. There was likely to be a request forthcoming from the Friends for the Parish Council to collect the donations forthcoming and to settle the account in due course. Provided the arrangement met all of the HMRC criteria, it would further request that the Parish Council seek to recover any VAT payable.

(iii) Grant Applications

Notification would soon be published by the Clerk to the Council seeking applications for grant aid in 2019. The applications received would be considered by the Finance Committee in January 2019.

(c) Reports of Income Received, Cheques Paid and Payments to be made.

The Clerk to the Council reported that income totalling £11,942.95 had been received. Cheques totalling £15,440.16 had been paid since the last meeting. This included a number of payments which had been approved by the Finance Committee at its last meeting. No invoices needed to be paid.

It was moved by Cllr Cody and seconded by Cllr Mrs Serrell that the transactions listed in the schedule and included at Appendix 2 to these minutes be approved. All Councillors agreed.

(d) Any other financial matters requiring determination.

(i) Fire Doors at Sytchampton Village Hall

The Finance Committee had been informed of a proposal to replace the fire doors in the Main Hall at Sytchampton Village Hall as part of its ongoing maintenance programme.

The cost of the replacement doors would be £2,125.00 (exc VAT) and the costs would be met from the funds held by the Parish Council on the Hall's behalf. All Councillors agreed that they were content for this scheme to proceed and the Clerk to the Council was asked to place the order.

104/18 Police Report

A copy of the latest police report had been circulated to councillors.

Councillors were concerned that Droitwich SNT appeared to be under considerable pressure at the moment. There were a large number of crimes being reported throughout the area but limited resources were affecting the ability of the SNT to deal with these effectively.

The Chairman, whilst appreciating the pressures, hoped that the growing Neighbourhood Watch community may be able to help by reducing the number of crimes committed.

105/18 Highways

A number of matters were reported as follows:-

(a) Street Lighting on The Racks development

Councillors had been consulted via email over the question of whether the Parish Council would wish to see the provision of street lighting on The Racks development. The view of the Councillors was that they would wish to retain the current 'dark skies' policy. The Clerk to the Council had therefore responded confirming that the Parish Council would not wish to see street lighting installed on this development.

(b) EnviRecover update

The Clerk to the Council reported that he had received a copy of the latest EnviRecover update. The update reported that the plant was performing above expectations and greater feedstock could be processed potentially generating a greater amount of electricity, powering more homes and diverting a larger volume of waste from landfill.

The consequence of processing a greater volume of waste was that traffic movements may increase. However, the Clerk to the Council had received assurances that the majority of these movements would be along the A449 and the number of vehicle movements would still be within the numbers predicted at the outset (which had been calculated on the basis of the Plant operating at 100% of capacity).

(c) Haye Lane Flooding

Remedial work to address the ongoing flooding issues in Haye Lane was due to take place at the beginning of October. It was likely that Haye Lane would be closed to through traffic for around 5 days to allow the work to take place.

(d) Doverdale Lane.

Cllr Best reported on the traffic management arrangements which were needed to be put in place in Doverdale Lane to enable the water connection work to St Mary's Church to take place.

106/18 Councillor's Reports

Cllr Arnold reported that an abandoned car appeared to be parked on Main Road opposite The Cross Keys Inn. This had been reported.

Cllr Ringe had previously reported on the nuisance caused by bonfires in the vicinity of Apple Tree Walk

Cllr Mrs Serrell confirmed that traffic management arrangements would be put in place at this year's Cricket Club Bonfire Event to prevent a repeat of the traffic problems which had occurred at last year's event.

107/18 Correspondence

A list of correspondence had been circulated and was received by the Parish Council.

108/18 Next Meeting

The next meeting of the Parish Council would be held on Tuesday 16<sup>th</sup> October 2018 in The Narthex, St Andrew's Church, Ombersley

The meeting ended at 8.50pm

..... CHAIRMAN.

## Appendix 1.

### Responses to Planning Applications on behalf of the Parish Council

- (i) 18/01118/HP – Brooms Farm, Hadley Lane, Hadley, WR9 0AU – Proposed replacement of existing single storey extension with new single storey extension, replacement of existing two storey conservatory with new two storey glazed extension on smaller footprint and new canopy extension to existing porch roof
- (ii) 18/01117/HP – Southcroft, Wards Lane, Uphampton, Ombersley, WR9 0JS – 2 storey side and single storey rear extension with balcony and front porch
- (iii) 18/00909/FUL – Glebe Fields, Doverdale Lane, Dunhampton, DY13 9SW – Proposed new dwelling adjacent to existing dwelling
- (iv) 18/01399/LB – Youngs Farm, Hadley Lane, Hadley, WR9 0AU – Replacement of existing windows – listed building consent.
- (v) 18/01339/FUL – Owl Hill, Owlhill Lane, Lineholt, Ombersley DY13 9SS – Erection of stable block and change of use of land to equestrian.
- (vi) 18/00742/LB – The Malt House, Church Lane, Ombersley, WR9 0ER – External alterations to include replacement windows, repointing and front porch. Internal alterations and repairs
- (vii) 18/01642/FUL – Bristol House, Main Road, Ombersley, WR9 0DS – Demolition of existing outbuildings and construction of 2 no. detached bungalows and garage.
- (viii) 18/01632/LB – Eden Court, Lineholt Lane, Ombersley, WR9 0LL – Replacement of windows and doors to exact sizes of existing units
- (ix) 18/01685/LB – Woodfield Cedars, Northampton Lane, Ombersley, WR9 0LJ – Remove 2.5m of dividing wall between kitchen and dining room
- (x) 18/01733/FUL – The Briars, Main Road, Ombersley, WR9 0DS – New dwelling to the rear of The Briars
- (xi) 18/01736/HP – Castle View, Dough Bank, Ombersley, WR9 0HN – Proposed two storey rear extension
- (xii) 18//01761/LB – The Cresswells, Main Road, Ombersley, WR9 0DS – Various alterations to the existing Grade 2 Property; including: Replacing step to rear extension, new staircase to first floor and new rear covered patio.
- (xiii) 18//01760/HP – The Cresswells, Main Road, Ombersley, WR9 0DS – Various alterations to the existing Grade 2 Property; including: Replacing step to rear extension, new staircase to first floor and new rear covered patio.
- (xiv) 18/01762/HP – Mousebank, Haye Lane, Ombersley WR9 0EJ – Single storey extension to garage
- (xv) 18/01724/FUL – The Tithe Barn, Ombersley Road, Hawford, WR3 7SG – Change of use to garden and the erection of cart shed and log store
- (xvi) 18/00673/CU – Owl Hill Farm, Comhampton Lane, Dunhampton, Ombersley, DY13 9ST – Erection of single storey garage building in part former paddock area, relocation of proposed new vehicular access and basement addition to barn conversion (amendments to planning permission ref: 15/03145
- (xvii) 18/01718/FUL – Ombersley Memorial Hall, Sandys Road, Ombersley, WR9 0DY – Single storey extension and internal alterations

### Details of decision Notices received from Wychavon District Council

- (i) 18/00794/HP – The Meadows, 5 Acton Court, Acton Lane, Ombersley, DY13 9TF – Alterations to fenestration **(REFUSED)**
- (ii) 18/01137/HP – 2 Acton Court, The Wain House, Acton Lane, Ombersley, DY13 9TF – Erect post and rail fence and two field gates to eastern, northern and western boundaries of garden **(APPROVED)**
- (iii) 18/01116/HP – Pool House, Comhampton Lane, Dunhampton, Ombersley, DY13 9ST – Proposed new garage to provide storage for garden maintenance equipment (sit on mower, garden tools etc) **(APPROVED)**
- (iv) 18/00716/FUL – Owl Hill Pig Unit, Owlhill Lane, Lineholt, Ombersley, DY13 9SS – Proposed erection of two replacement agricultural educational buildings **(APPROVED)**

- (v) 18/01096/HP – Alleys, Boreley Lane, Lineholt, Ombersley – Single storey side extension **(APPROVED)**
- (vi) 18/00870/FUL – Fruiterers Arms, Uphampton Lane, Ombersley, WR9 0JW – Proposed change of use from agricultural land to residential to accommodate temporary mobile home **(APPROVED)**
- (vii) 18/01125/FUL – Ombersley and Doverdale Tennis Club, Droitwich Road, Ombersley, WR9 0DR – Proposed rebuilding of fire damaged tennis pavilion with new structure **(APPROVED)**
- (viii) 18/00494/HP – Apple Tree Cottage, Main Road, Ombersley, WR9 0DP – Two single storey extensions **(APPROVED)**
- (ix) 18/01207/HP – The Grange, Chatley Lane, Ombersley, WR3 7SG – Proposed single storey extension **(APPROVED)**
- (x) 18/01287/FUL – Thistledome, Boreley Lane, Lineholt, Ombersley, WR9 0HZ – Demolition of glasshouse and change of use of land for siting of log cabin for self-catering holiday accommodation **(APPROVED)**
- (xi) 18/01251/FUL – Chatley House, Ombersley Road, Hawford, WR3 7SE – Change of use from a fisherman’s shelter to tractor and implement shed **(APPROVED)**
- (xii) 18/01118/HP – Brooms Farm, Hadley Lane, Hadley, WR9 0AU – Proposed replacement of existing single storey extension, replacement of existing two storey conservatory with new two storey glazed extension on smaller footprint and new canopy extension to existing porch roof. **(APPROVED)**
- (xiii) 18/01339/FUL – Owl Hill, Owlhill Lane, Lineholt, Ombersley, DY13 9SS – Erection of stable block and change of use of land to equestrian **(APPROVED)**
- (xiv) 18/01117/HP – Southcroft, Wards Lane, Uphampton, Ombersley, WR9 0JS – 2 storey side and single storey rear extension with balcony and front porch **(APPROVED)**
- (xv) 18/01303/AGR – Thistledome, Boreley Lane, Lineholt, Ombersley, WR9 0HZ – Application for prior notification of agricultural development – erection of agricultural building to be used as a sheep shelter **(APPN WITHDRAWN BY APPLICANT)**
- (xvi) 18/00633/HP & 18/00634/LB – The Cresswells, Main Road, Ombersley, WR9 0DS – Various alterations to the existing Grade 2 property, including: Replacing step to rear extension, New staircase to first floor, Replace staircase to second floor bedroom, New en-suite in roof space, New en-suite to master bedroom, 2 new conservation roof lights, New rear covered patio and New side garden wall. **(APPN WITHDRAWN BY APPLICANT)**

#### **Notice of Appeals lodged with Planning Inspectorate**

- (i) 18/00308/FUL – Land adjoining Acton Farm Stables, Acton Lane, Ombersley – Conversion of existing Stable Block to a Class C3 Dwelling House



## Appendix 2.

### FINANCE and AUTHORISATION OF ACCOUNTS

#### a. Income Received:

TH Checketts	Rural Rate Relief Contribution	£129.00
Omb Cons Trust	Donation – OPAG	£6,000.00
D Sievewright	Income – OPAG	£63.95
D Sievewright	Income – OPAG	£168.75
Worcs CC	Lengthsman Reimbursement (April and May 2018)	£500.00
Fortis Living	Donation – OPAG	£5,000.00
D Sievewright	Income – OPAG	£250.00
		<b>£11,942.95</b>

#### b. Cheques paid since the last meeting

Top Cut Mowing Services	Mowing St Mary's Doverdale (June 18)	£192.00	2078
Old School House Garage	Mower Fuel (Dec, Jan, Aril, May & June)	£111.04	2079
Plusnet	April Line Saver + July rental	£208.87	2080
Wychavon DC	Rural Rate Relief – TH Checketts	£130.00	2081
J Jordan	Clerk's Salary – July 2018	£455.00	SO
David Miles	Lengthsman, Gardening, VAS (July 2018)	£582.75	2082
Top Cut Mowing Services	Mowing St Mary's (April, June, July 2018)	£576.00	2083
Active Gardens	Play Area – Phase 1 Deposit (Pymt 1 of 3)	£4753.47	2084
Solopress (EW)	Toad Printing	£54.00	2085
Mrs E Watson	Re-imburement - Stamps/Stationery	£246.95	2086
Mrs S Collier	Stamps – NDP Householder Survey	£158.00	2087
Crayon Juice (SC)	NDP – Householder Survey Printing	£1,010.40	2088
DJN Planning Ltd	NDP Advice/Services	£654.30	2089
J Jordan	Clerk's Salary (August 2018)	£455.00	SO
* David Miles	Lengthsman, Gardening, VAS (Aug 2018)	£582.75	2090
*Rick Johns	Toad.works domain renewal	£25.00	2091
* XL Displays (SC)	Table Top Display Boards	£368.40	2092
*Universal Displays (SC)	Banner – Toad Questionnaire	£65.76	2093
*Active Gardens	Play Area – Phase 1 Delivery (Pymt 2 of 3)	£4753.47	2094
*J Jordan	Clerk's Expenses	£21.00	2095
*Top Cut Mowing	St Mary's Church (Aug)	£36.00	2096
		<b>£15,440.16</b>	

\*Payments approved by Finance Committee – 11<sup>th</sup> September 2018

#### c. Invoices Received for Payment (to date)

		<b>£0.00</b>