

BIRLINGHAM PARISH COUNCIL

Minutes of meeting held on Wednesday 21 March 2012
Birlingham Village Hall

Welcome

- 1) Present: Councillors Hall, Morris and Comins
In attendance: County Councillor Hardman, District Councillor Davis, Footpath Warden and Chris Reynard
- 2) Apologies: Apologies were accepted from Councillor Aston who was away and Hill and Butler due to hospital appointments.
- 3) Declarations
 - a) Personal – Councillor Morris planning application W/12/00188/PN
 - b) Prejudicial – none
 - c) Register of Interests – none
- 4) The Minutes of the meeting held on 18 January 2012, a copy of which had been circulated to all Councillors, were agreed as a true record and signed by the Chairman.
- 5) The Minutes of the Extraordinary Meeting for the Diamond Jubilee Celebrations held on 30 January 2012, were agreed as a true record and signed by the Chairman.
- 6) Democratic Opening – see below
- 7) Progress Reports
 - a) Footpath
 - i) Footpath 511 (Withy Walk) finger-post installed.
 - ii) Footpath 522 (around Berwick Brook) kissing-gates and railings for bridge installed by landowner
 - b) District Councillor
 - i) Wychavon has signed off the budget for the forthcoming year and will continue to monitor overhead costs and expenses.
 - ii) The council tax is frozen for another year.
 - iii) The National Health Bill would appear to have no great effects in the District. Councillor Davis is the lead and would make sure residents don't lose out on any benefits consequently.
 - iv) New Homes Bonus meeting next week.
Councillors Hall and Morris confirmed they would be attending.
 - v) Neighbourhood Planning and Community Right to Build; need to be mindful and keep up to speed. Again, as with the Localism Bill. Councillors were encouraged to attend appropriate meetings.
 - vi) Seminar on Assets of Community Value and Community Right to Challenge.
 - vii) New head of planning due in May so there is a void for a month which will be filled temporarily by Jack Hegarty.
 - viii) Small Health Grants Scheme leaflet given to Clerk for noticeboard.

c) County Councillor

- i) Adrian Hardman intends to do a site visit with Kieren Hemstock's manager as he was getting nowhere with Kieren. A brown directional sign should appear in April for Red Star Growers.
- ii) The 50mph at Tiddesley Wood was out of Adrian's ward. He saw no logic in the 40mph, 50mph and then 60mph following the review of speed limits.
- iii) Roy Fullee is to let us know of the proposals for highways works to The Avenue and Church Street. Adrian felt the edges on Short Hill also required maintenance.
- iv) Hartlebury Castle discussion still on-going.
- v) Divisional Fund. Councillors were not aware of the Fund and Adrian advised that it could be used for the village hall refurbishments under what was considered to be a reasonable expense. Clerk to email Chairman of BVH and give information.

d) Clerk

i) **Website.** Councillor Morris has reserved the web domain: www.birlingham.org and is working on the site to have a draft version ready for councillors' views. He is also talking to people involved in organisations in the village, as well as local businesses, to get them all involved with the website. Agenda item.

ii) **Footway at Bakers Hill.** The Clerk at Defford emailed, quote "In response to a (Defford) parishioner, I have been in touch with Highways in an attempt to get them to side out the pavement alongside Bakers Hill from the bridge to the Eckington Road turn-off but to no avail. Their response is as follows: *"Inspected. Due to the nature of the footway and low usage etc. no further action planned. Footway is clear although not in overall good condition."* The pavement is in reality quite overgrown. If funds allow, can you get your lengthsman to do it, assuming he is prepared to work alongside that stretch of road, as it is pretty busy and the traffic moves very fast. If this is a problem, let me know".

Clerk responded, quote "I walked along that stretch of road (down Bakers Hill and across the bridge) and noticed that the hedge had been cut back considerably. It is better than it has been for some time. Our Lengthsman does not carry out work on A or B classified roads. He is not allowed to by his agreement with Highways due to Health and Safety. Birlingham Parish Council would therefore not take any action on your request. I hope that your parishioner feels that the condition of the footway has improved anyway".

iii) **Severn Trent manhole cover at Lower End and gully at Upper End.** The Lengthsman reported, quote "There is a blocked gully in Upper End which I have tried to dig out but it appears either very deep or has no firm base. It is approximately halfway down on the RHS going in to the village before you reach the first houses. If you can arrange to have it inspected I would be grateful. By the way the manhole cover belonging to Severn Trent outside The Moors in the Avenue that I reported last year still does not appear to be re-fixed."

Roy Fullee responded, "I'll arrange for the gully along Upper End to be inspected. We'll chase STW regarding the manhole cover".

Clerk also chased, quote “I would appreciate a chase on Severn Trent as this was reported at the beginning of September 2011. It’s opposite Thatch Cottage and in front of the hedge belonging to The Moors by the sign post at Lower End”.

iv) **Village Hall Information/Sustainability.** Sent to Secretary, quote “This information has been sent to the Parish Council through our contact with CALC (Worcestershire County Association of Local Councils) and it does say that village halls will be contacted. As follows: Village Hall Sustainability. Community First are starting a project looking at village halls in Worcestershire. If you have an issue you would like to explore concerning your village hall, please contact Richard Timney. A sustainable village hall is one whose building is sound, whose energy use is environmentally and financially appropriate and whose usage, funding and management arrangements are OK. We at Community First are running a project to support more sustainable village halls in Wychavon. Parish Councils often have a close and crucial relationship with their village hall..... I will be holding surgeries that any hall representatives can attend, offering networking opportunities and sharing good ideas. In addition we will be offering some halls intensive support. This project is funded for a year and by the end of it we hope to have provided good advice to many halls in the County, found out what challenges exist to the village hall stock and to have provided intensive support to hall that really need our help. Contact Richard on Richardt@comfirst.org.uk”.

v) **Birlingham Parish Council Newsletter – January 2012.** Clerk circulated to all properties on Sunday 22 January.

vi) **Democracy and Elections Scrutiny Team** – information circulated to all Councillors. Quote, “Wychavon District Councils Overview and Scrutiny Committee have commissioned a Scrutiny Team of Councillors to look at the 2011 local elections. The Team has been asked to examine the reasons why an unusually high number of district wards and parish areas were uncontested at the 2011 elections. The Team has also been asked to look into the reasons why people stand for election and what if anything the Council can do about increasing voter choice. The Team will be asking the local District Councillor to meet with Members and discuss the issues”.

vii) Worcestershire County Council – **Waste Core Strategy Development Plan Document** Submission – CD circulated to all Councillors.

viii) **Temporary Traffic Regulation Notices.** Letter from Worcestershire County Council advising that in order to reduce costs proposed in future to only supply copies of notices via email to Parish Councils which express an interest. Clerk sent email contact to use if proposals go ahead.

Letter dated 15 March confirms that having consulted on the changes it takes place with immediate effect. Confirms that they have an email contact for our council.

ix) **Standards Committee** – notification of the next meeting from Wychavon District Council.

x) **Leaflet** – circulated to all properties in Birlingham week commencing 12 February by Steve Morris and Clerk. Notified residents of the Queens Jubilee and the e-mail news address should they wish to be included and if so to contact news@birlingham.org

xi) **E-mail NEWS** - Councillor Morris informed that there are currently 31 people on the Parish Council e-mail list (as opposed to the Jubilee one), representing 29 households. For it to be viable, it's believed 35 are needed (a quarter of houses) and that 70 would be regarded as a huge success. Email to go out shortly once Councillor Morris and Clerk have discussed what to put in it.

Councillor Morris has set up an e-mail address on the new website purely for the news e-mails, so that either he or the Clerk can access it or, that the work involved can be handed on to someone else in the future without it being mixed up with either of our e-mail addresses.

A subsequent leaflet will be distributed to make sure that everyone has had the opportunity to participate.

xii) **Birlingham News 1 - commenced 24 February 2012** as follows:

Birlingham Parish Council News

Welcome to the Birlingham news e-mail! We hope you will find this a useful means of keeping in touch with what's happening in the village.

In this issue:

1. Queen's Diamond Jubilee, 3rd June
2. Music at Number 8
3. Bulb Teas

xiii) **New Homes Bonus** on agenda. The Government introduced the New Homes Bonus in April 2011. The Bonus aims to ensure that the economic benefits of housing growth are returned to the councils and communities where that growth takes place. For every new home built and occupied, Wychavon District Council will receive six years of New Homes Bonus grant from the Government. The New Homes Bonus Protocol explains how the Bonus is calculated and Wychavon's plans for spending it. Wychavon are allocating up to 40% of the New Homes Bonus for reinvestment in local communities in Wychavon where the development that has generated it has taken place. Parish and town councils can submit proposals for spending the New Homes Bonus allocations for their area. In exceptional circumstances, Wychavon will consider proposals from community or voluntary organisations on a case by case basis. The New Homes Bonus sits alongside the existing planning system. It is not intended to encourage housing development that would otherwise be inappropriate in planning terms.

xiv) **Berwick Brook and railings.** A letter was sent on 28 February 2012 to Mrs W Derbyshire. Quotes, "Dear Wimpy, My apologies for not replying to you sooner in response to our conversation and your telephone answer message. I walked to Nafford at the weekend and was pleasantly surprised to find the parapet rails on both sides of the bridge had already been repaired. They are very much in keeping with the surroundings and are a huge improvement on the broken remnants that have been there in recent years. We have spoken about the ownership and responsibility over the years and the "battle" I and my predecessor have had with the authorities to resolve issues of the bridge and its repair. The Parish Council have chased the Highways Authority, The Environment Agency and the Countryside Access Authority following several complaints from residents concerning the safety of the bridge. I have on record and can confirm that the road (unclassified 46418) is part maintained highway and part maintained public footpath, the aforementioned road terminates approximately 174m past Greenfields (Jeavons) where a pylon line crosses the road and there is access to the field on the left hand side. The bridge was greatly improved last year when contractors

working for Worcestershire Wildlife repaired the base, putting in steel plates and reinforcing with concrete I believe, following damage by their equipment. The Parish Council, and myself in particular, wish to thank you for your promptness in dealing with the railings, which are a great improvement within this conserved area. The bridge now appears safe for access to the adjacent farmland, wetlands and swims for the fisherman, as well as maintaining a public footpath. Should you require any further information regarding the bridge or correspondence that the Parish Council has had in relation to this matter, please do not hesitate to get in contact with me. Thank you again for your swift action in replacing the rails. Your assistance is appreciated”.

xv) **Communities Against Litter – litter pick** – agenda item. Wychavon District Council is continuing with the Parish Litter Pick Scheme but it has decided that due to the current economic climate this service will be offered without the Bursary. The intention is that the Parish Council will recruit a team of volunteers in its area and carry out a systematic “litter pick” of the Parish. Parish Councils may recruit other organisations to carry out this work for them, however, the responsibility to administer the scheme lies with the Parish Council not the organiser of the litter pick. Wychavon will provide clean up kits which can be borrowed from the Council. Birlingham was successful in their application for 24th March.

xvi) **Invitation to the Chairman** - An invitation has been passed to the Chairman from the Chairman of Wychavon District Council regarding the Diamond Jubilee Charity Ball on 14 April in aid of Acorns Children’s Hospice and Crossroads Care.

xvii) **BVH minutes and agenda** received.

xviii) **Birlingham News 2** – Quotes, “Birlingham news e-mails are now being sent to more than a third of the houses in the village. Our thanks are due to Judy Bishton, whose initial suggestion of a village e-mail group three years ago sparked the idea for these e-mails. In this issue: Parish Council 21st March, Village Litter Pick 24th March, Diamond Jubilee Meeting 26th March, Music in the Village Hall 15th April and Planning Applications.

xix) **Localism Act - Standards**. Bromsgrove District council is leading on drafting the Worcestershire model code of conduct, which it is hoped all councils in the county will adopt when the new standards regime begins on 1st July. A draft of the model, which Worcestershire monitoring officers have agreed, is to be reported to Bromsgrove’s Standards Committee’s March meeting. Under the new standards regime, the district council monitoring officer will continue to be the monitoring officer for parish and town councils within the district. The district council must set up procedures for receiving and dealing with allegations of breach of the code of conduct, including allegations made against parish and town councillors.

xx) **Environment Agency Launches Neighbourhood Planning Leaflet - Communities** The Environment Agency has recently launched a Neighbourhood Planning leaflet to support communities interested in creating Neighbourhood Plans or Neighbourhood Development Orders. Neighbourhood planning is a new way for communities to shape the future of the places where they live and work. As a statutory environmental body, the Environment Agency wants to provide a baseline level of

advice and information which is easily available to groups involved, or interested, in taking forward neighbourhood plans or orders. To this end, the Agency has produced an advice note 'Planning for the environment at the neighbourhood level'.

The advice note is hosted at:

<http://publications.environment-agency.gov.uk/PDF/GEHO0212BWAZ-E-E.pdf>.

The advice note clearly sets out the role and remit of English Heritage, the Environment Agency, Forestry Commission and Natural England in this process. It aims to help community groups and local (parish and town) councils understand when to consult with whom, and where to go for information on the environment.

xxi) **Paths for Communities (P4C) Scheme** - Through the Treasury Autumn Statement on 29 November 2011, Defra have asked Natural England to develop and run a new grant scheme called 'Paths for Communities'. Funded through the Rural Development Programme, the aim of the Scheme will be □to encourage and enable local communities to work with land owners to develop and enhance local public paths in ways that deliver wider benefit; and □to offer a network with more appeal to visitors and tourists, contributing to the rural economy through better support for local services such as shops, pubs, hotels, bed and breakfasts, equestrian and cycle businesses. Anticipate funding to the tune of £1m in both 2012/13 and 2013/14 financial years, and Natural England will absorb all the management costs so that all of the RDPE money will be awarded in grants. The planned launch of the scheme is Monday 23rd April 2012. Contact the team direct email P4C@naturalengland.org.uk.

The Footpath Warden wasn't aware of the Scheme and would make further enquiries to see if this was of benefit to Birlingham.

xxii) **Lengthsman Scheme** - Birlingham have secured an increase in funding for the coming fiscal year. The funding formula has been revised to £1,500 plus £25 per km of highway therefore 1 April to 31 March 2013 will be £1,780.15. The contract has been completed and returned and Carl Brassington has been given a copy of the paperwork.

xxiii) **Standards Committee** - Notification of the next meeting on 19 March. Circulated to all Councillors

xxiv) **Parish Plan** – agenda item. Letters sent to Jude Rodrigues, Ian and Wendy Yates, Steven Byrne, John Freeth, Steve and Frances Cant, David Maxwell and Alan Shaw which quotes, "Firstly, my apologies for having not replied to your letter sooner and secondly, thank you for expressing an interest in volunteering to help the Parish Council in the creation of the village plan.

I wish to give you an update on where we are in relation to the village plan. The Localism Act has now been adopted and the secondary legislation required in order to utilise it is imminent in its arrival. The Parish Council has awaited this legislation in order to see what opportunities it offers in relation to the village plan. The basis of the Act is an opportunity to produce a neighbourhood plan, whilst the plan will not provide the definitive role in deciding where development should occur, it enables the village to specify the features and characteristics which should be preserved. As the clerk I will be attending a New Homes Bonus and Neighbourhood Planning event at the end of

March, which has arisen in part due to this Act. This should provide more information about the provisions the Act can give to neighbourhoods and the powers we have as a village to take more control over development. From there the village plan will be discussed at the Parish Council meeting this month, where we hope to set out the requirements and preparations for the plan going forward. I will endeavour to keep you updated on the progress of the plan, however should you have any questions meanwhile please do not hesitate to contact me”.

xxv) **Jubilee Celebrations.** Enquiries were made in December by Marion Kirkland regarding Cardiff Arms Male Voice Choir for 2 June with the venue being the church. There had been a discussion in January but with lack of support the choir had been cancelled and rearranged for September.

Extraordinary meeting held on Monday 30 January. Notes on file. The first meeting was a Parish Council meeting but from now on it's a different organisation.

February meeting decided the Chair as Steve Morris, Treasurer John Hill and notetaker June Hiden. Discussions on the venue, the idea of a Jubilee wood, further meeting dates, a celebration day on Sunday 3 June, catering, picnic, a large cake with Union Jack icing, banners, the Big Lunch packs, posters, invitations, stickers, The Flower Show are organising the gardens side of things and also a make-a-crown competition, a toast to the Queen and the National Anthem, litter pickers including recycling. There would be an evening social using village talent. Co-ordinating sub-groups. Steve Morris and Clerk met to discuss meeting agenda for 20 February.

Email sent to Defford Parish Clerk notifying them that Birlingham intend to do their own commemorative mugs for the children in the village quotes “The PC have now met and a Jubilee Committee has been formed (nothing to do with the PC although the Chair, Treasurer and Secretary are PC members!) Anyway, a decision was reached to give commemorative mugs to all the children under 16 who live in the village. The mugs are still to be finalised. As we are still in the process of doing this could I ask you who is supplying your mugs and how much they are? You may have found a good deal. Thank you for your trouble”.

8) Planning

- a) Report on current outstanding planning applications
 - i) AB/12/00307/AB - Bakers Hill Farm, Defford Road, Pershore WR10 3BZ
Steel framed building with cladding for storing spray, implements and tractors
Parish Council comments: none available
- b) Applications approved/refused
 - i) W/11/02632/PP – Extension to front of dwelling and porch
Calderstones, Whitehall Lane, Birlingham WR10 3AB
Approved - 1 February
Parish Council: No objections
 - ii) W/11/02767/HET – Extension of time application (following grant of planning permission ref no W/08/03079/PP) for the extension to Peacock Cottage

Peacock Barn, Lower End, Birlingham WR10 3AD
Approved - 1 February
Parish Council: No objections

iii) W/12/00188/PN Retention of stable & hardstanding
Hall Farm, Whitehall Lane, Birlingham WR10 3AB
Approved - 16 March
Parish Council comments: No objections
Steve Morris declared an interest so the group were John Comins, Paula Aston and
Charlotte Butler

d) Query on planning application W/11/00873 Hall Farm House. See Democratic Opening.

9) Financial Matters

a) Bank balance - £2,063.82 as at 29 February 2012.

b) Receipts:

£290.00 – Worcestershire County Council BACS - Lengthsman

Payments:

£130.00 – Lengthsman various months 2011 (13 hours) (Cheque number 235)

£290.00 – Lengthsman January 2012 (Cheque number 238)

£23.20 (mileage to Wyre Forest Activity Centre) Annual Tree Forum from Tree Warden
Budget as resolved in January (Cheque number 236)

£460.00 – Clerks pay (January, February, March) due after 6 April (cheque number 240)

£115.00 – HM Revenue & Customs PAYE (January, February, March)
(cheque number 241)

c) The Accounts for 2011/12 were accepted.

d) Future payments:

Paying village hall for Jubilee meetings – resolved in January to pay for first meeting but
not subsequent meetings. However, first meeting subsequently given free of charge.

The £7 already agreed would be used for the February meeting and that the three further
meetings at £21 were also resolved.

Allowance for grass cutting of village green. Need to contact Mr Maxwell; clerk to
action.

Village Hall contribution for payment in May – resolved in November 2011 to increase
from £250.00 to £500.00

£26.98 (Item 15) Website set up costs. Resolved.

Insurance due in May (estimated at £230.00). Agreed.

CALC membership due in May (estimated at £145.00). Agreed.

e) Clerk's pay from budget item November 2011. The annual increment for the Clerk's pay
was due for consideration. It was resolved for the Clerk's pay to be increased to
£2,310.00 paid quarterly in line with the tax financial year commencing April 2012.

Clerk's expenses. The Clerk's expenses should not be a combined figure with the salary due to tax reasons. Councillor Hill, Financial Support Officer, had advised that as long as the expenses were a pure re-imburement then no tax was payable. It was resolved to pay £100.00 on account of expenses commencing 6 April 2012. Any adjustment to reflect the actual costs would be made by 5 April in each year.

f) Footpath Warden Duties - Expenses

£39.30 invoice received towards strimmer service. This is the balance left in the Parish funds for the footpath warden and therefore finishes the Parish Councils involvement on budgeting for the Warden. The funding will cease to be the responsibility of the Parish Council as it now comes under the Countryside Access Volunteer Group Scheme adopted in April 2011 (previously the Parish Paths Partnership (P3) Scheme under the "volunteer option" (where parishes carry out agreed work using a volunteer(s) with materials supplied free of charge and reasonable expenses reimbursed). Bruce Hayward returned the application form and signed agreement last June to enable the parish to join the replacement Scheme the "Countryside Access Volunteer Group Scheme".

10) Email Distribution List – circulated for villagers interested in parish matters

In November 2011 it was suggested that an email group list could be set up. It would notify and keep residents informed of what was going on, apart from on the noticeboard. For example quickly advising important issues; planning applications, road closures. Maybe other organisations would use it to advertise forthcoming events or issues. Councillor Morris has now got this underway and two editions of the email have gone out. At this time there are 55 people on the list. However, there is a concern for editorial decisions. The current style is simple and factual and a draft is sent to the Clerk for checking as a safeguard. What happens if political, lobbying or religious groups want information included? It was agreed that a "disclaimer" should be put on the email so that there are no implications that the Parish Council support organisations. Councillor Morris to draft a disclaimer and Clerk to speak with the Legal Department for advice and assistance. Chairman thanked Councillor Morris for setting up the email list and continuing the distribution.

11) Communities Against Litter – Parish Litter Pick

Two dates had been circulated for Councillors consideration. A provisional date of Saturday 24 March had been booked with Wychavon District Council to allow for the short notice and supply of the equipment. All Councillors agreed with the litter pick date for 24 March and to meet at 10am. It was suggested that this item should be put on the January agenda in future.

12) Berwick Brook bridge and railings

The Councillors wished for it to be noted that they thought it very good of Wimpy to have repaired and replaced the railings on the bridge and re-iterated the thanks put in the Clerk's letter to her. Councillor Morris said that Wimpy had been pleased to receive a letter of thanks.

13) New Homes Bonus Allocations

The Clerk had sent a report on the New Homes Bonus Allocations to all Councillors. (See Clerk's report). The Clerk had notified the Chairman of BVH as to their eligibility for the grant assistance. The Chairman had responded in saying they were looking for

grant aid for re-roofing and non-routine maintenance works a total cost being between £16,000 and £18,000. He asked that consideration be given towards the impending major expense of the roof and asked for £5,000.00 as a one-off sum. There was much discussion. The Parish Council only have £2,700.00 to spend and there are no reserves. It was agreed that a proportion of the Allocation from the New Homes Bonus could be requested (one year) but not the full six years straight away. Consideration would be given year on year. It is inappropriate at the moment to commit the Bonus as it may have to be used towards other village projects which would benefit the Community. The Clerk would apply for the £460.00 Bonus for this year.

The Parish Council's precept is set and to give £5,000.00 would be a 150% increase in the precept which couldn't be justified. Any extra contributions cannot be considered until the financial year 2014/15. The BVH contribution had been considered at £1,000.00 for the financial year 2013/14 and would be reviewed again in November. The Clerk would draft a response for Councillors to view before sending the reply to the Chairman of BVH detailing the offer of £460.00.

14) Village Hall Contribution

The Village Hall contribution to increase by £250.00 total £500.00 (as agreed in November 2011 under budget) for financial year 2012/13.

A further request had been sent from BVH to consider £5,000.00 (discussed in Item 13). The suggested increase from £500.00 to £1,000.00 was doubling the figure anyway. The Councillors agreed to reconsider the calculation and bring to the agenda in November.

15) Website

Councillor Morris has advised Councillors that a draft website can be viewed showing his progress to date. The Home, Organisations and Businesses pages are showing but the content is incomplete. However, this gives an idea of style and layout. Councillor Morris advises that he hopes the website would be up and running before Easter. The Councillors like the style. There are still adjustments to be made to the advertising and where the adverts would go. Two options are being explored with varying costs. Need to draft and email examples to Councillors for agreement. Advertising would be accrued to the Parish Council. Once a proper draft is done then the website can commence. It was hoped for mid-April. Further discussion for next agenda includes ownership of the site.

Councillor Morris was thanked for his work on what is an excellent website.

16) Queens Diamond Jubilee Celebrations

Councillor Morris gave a brief update. The meetings are progressing well, there are a lot of volunteers, sub-groups had formed and funding was being considered.

17) Parish Plan

What was the progression for the Plan? The letter that has gone out to all villagers has inspired responses. Should the Parish Council not have the continuity of seeing the Plan through? Is it necessary? Was a referendum needed? The Plan is the community's "expectations" and management of development, heritage, preservation, expansion. There needs to be a balanced approach. Councillors are due to go to a Parish Plan meeting and a Localism meeting. Agenda for next meeting.

- 18) Signage
County Councillor Hardman has been in lengthy discussion with Kieren Hemstock at Highways. He is still chasing progression on the “no entry for HGV’s” signage for erection near the memorial to prevent lorries going into the lower part of the village.
- 19) Kiosk
Clerk to contact Wychavon District Council to change the copy of legal agreement so that kiosk can be adopted. Agreement that all Councillors are put on the legal document. (Carried over from July 2011). It was agreed that all Councillors should be on the ownership document.
- 20) Councillors’ reports and items for future agenda
It was agreed that the Clerk’s report (draft) could be sent out beforehand so that only a brief report would need to be read out at the meeting. The written report could be “taken as read” and only further discussion if needed.
- 14) Closure – with nothing further to discuss the meeting closed at 9.32. **The next Parish Council Meeting is on Wednesday 16 May 2012 at 7.30pm. A reminder that the Annual Parish Meeting commences at 7pm**

Signed:Councillor Anthony J Hall, Chairman

Date:

Democratic Opening – Passing bays were a condition on the application for Hall Farm House. (For reference W/11/00873 approved 26 August 2011 subdivision of existing dwelling as follows: The new dwelling shall not be occupied until two passing bays have been provided along Whitehall Lane. Prior to the commencement of development, details of the passing bays shall be submitted to and approved in writing by the local planning authority and implemented in accordance with the approved plans. The Parish Council comments were “The applicant has on previous occasions ignored conditions imposed by the Planning Authorities. We would strongly advise that the two passing places on the narrow approach road recommended by the Highways Department of Worcestershire County Council should be completed before any part of the application is undertaken).

The previous application for a subdivision (for reference W/05/02078) requested passing bays. The bays have not been constructed. Should action be taken?

The Clerk confirmed that Birlingham village is a category 4b in the SWDP and that the maps showing site allocations are from the SLHAA publications from 2010.

Have the plans changed for the stable block at Manor Farm (for reference W/11/00443 Change of use of land to equestrian to include construction of stabling block and access) as the site appears incorrect? Clerk to speak with planning officer.

Fly tipping at Nafford. Clerk to report

Tree Warden is concerned about the hedges and saplings that have been cut and damaged during hedge trimming by the farmer. The number of trees has also been reduced opposite Withy Walk when the brambles had been cleared; not sure if Revills or Wimpy? To be actioned by Clerk.