

BIRLINGHAM PARISH COUNCIL

Minutes of meeting held on Wednesday 20 November 2013
Birlingham Village Hall

Welcome

- 1) Present: Councillors Morris, Aston, Comins and Hill
County Councillor Hardman and Councillor Davis
- 2) Apologies: Councillor Hall, Councillor Butler and Footpath Warden
- 3) 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.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.

(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)
- 4) Minutes of previous meeting. The Minutes of the meeting held 18 September 2013, a copy of which had been circulated to all Councillors were agreed as a true record and signed by the Vice-Chairman.
- 5) Democratic Opening - none
- 6) Progress Reports
 - a) Footpath
 - i) Footpath 520 (other side of Nafford Lock) cleared.
 - b) District Councillor
 - i) Merry Christmas
 - ii) There is a 'battle' with the budgets and the cutbacks. £1.4m needs to be found. £3m savings have been identified but more is required.
 - iii) CILC – Community Infrastructure Levy is still awaited. Effected by the approval of the swdp.
 - iv) Recommendation to read the WDC magazine that will be circulated to all Parish Councils – Winter 2013 Wychavon.
 - v) Waitrose going ahead in Evesham with a 20 year lease.
 - c) County Councillor
The Vice-Chairman thanked Councillor Hardman for coming to the meeting.
 - i) There had been no drainage/flooding progress in Upper End. Chase David Lavender.
 - ii) The signage had been agreed with Kieran in Highways. Chase again.
 - iii) Will get drains jetted in preparation for the winter.

- iv) Budgets – trying to save money but without reducing the standard of care. There is a £3.4m overspend in childcare.
- v) Bus consultation – affecting the evening service of the 382. Make residents aware of the consultation.

d) Clerk – see Appendix.

7) Planning

a) Report on current outstanding planning applications - none.

b) Applications approved/refused

i) W/13/01896/PP – Attwood Cottage, Lower End, Birlingham WR10 3AD

Two extensions – expansion to the entrance to first floor for use of a disabled lift and to accommodate first floor bedroom and shower room

APPROVED 11 November

ii) W/13/02046/PP - Merriview, Upper End, Birlingham WR10 3AA

Front porch extension, infill of existing porch to extend dining room, and infill of rear porch to extend bedroom

APPROVED 12 November

c) Neighbourhood Planning Seminar – WDC 22 October update by Councillor Comins; see appendix. Further discussion took place.

The Seminar was well attended. It is in the parish's interest to get a Neighbourhood Plan adopted. May influence where development/houses go. Bredon is a good example of a Village Design plan. Adopted by WDC.

Does Birlingham go ahead? Is the village too small? Should neighbouring parishes get together? Is there a future? What other facilities do we want? If development was to come where do we want it? It is a useful exercise providing we have the will, time and labour. If it was to go ahead there must be consultation all the way. Who will take this up?

Who will lead and take this on as a project? Needs a 'driver' but backed by the Parish Council. It's on a voluntary basis.

Write again to the first volunteers and then go to the village again.

Councillors Morris and Comins to include something 'punchy' for the email news and delivered to those not on email.

d) Separate speaking slot for Parish Councils – representation other than by Clerk or Chairman means there is a requirement for a form for each item.

8) Financial Matters

a) Bank balance - £4,329.21 as at 8 October 2013

b) The Accounts for 2013/2014 were resolved. There is a projected £2,000.00 balance at year end.

c) Receipts:

£460.00 – Wychavon District Council
£180.00 – Worcestershire County Council – Lengthsman
£2,500.00 - Precept

Payments:

£460.00 NHB for BVH - cheque number 289
£180.00 Lengthsman (£100.00 July and £80.00 August) – cheque number 287
£482.95 – Clerks pay July/August/September – cheque number 286
£120.80 – PAYE – cheque number 285
£25.00 – Clerks expenses – cheque number 288
£5.00 – Clerks Networking Event CALC – cheque number 290

d) Future payments

£482 – Clerks pay October/November/December
£120 – HM Revenues & Customs PAYE due end of December
£25.00 – Clerks expenses
£48.63 – Poppy wreaths (£46 last year)
£60.00 – Lengthsman – September
£110.00 – Lengthsman - October

e) Budget for 2014/2015

Councillors made aware of capping, subsidy, tax base and precept demand.

Budget for 2014-2015 discussion and resolutions as follows but subject to the tax base:

- CALC subscription – to increase by 2.5% (as per issue 41) due in May
- Tree survey commissioned on the oak tree – contribution to Councillor Comins?
It was proposed and resolved that the Parish Council should fund the additional survey that was carried out at £324.00. This would be ‘budgeted’ out of the tree fund.
- Plane tree – Build up precept for ‘remedial’ care. This should start shortly.
£500.00 to be taken from the Litter Pick budget and placed in a Plane Tree budget.
- Village hall contribution. Reduce the contribution to £500.00. 2013/14 had been increased to £1000.00 to assist with the roof. The NHB has also been given.
- Clerks pay, PAYE and expenses – quarterly payments as per financial year and in line with RTI
Pay to be increased to £2,500.00.
The Clerk left the room during a discussion on the budget for next year concerning her pay.

There would be no increase to the budget.

f) Precept – discussion and resolution

October – WDC write with 2014/2015 Council Tax precept forms which continues to pass on Grant but phase out over next 4 years
November – Parish Council’s decision
December – 2014/2015 tax base calculated and then informally available

January – Parish Council’s decision – end of month precept application deadline (normally mid Jan)

Reserves should be 6 months. Therefore this rate for another 2 years.

Resolution in January.

Thanks to Councillor Hill for his assistance on the financial matters.

9) Website

Updated website. Changes will come shortly.

10) Bench at Birlingham Quay

Bench on Common Land? A donation from a resident? How would it remain in its position with the possibility of flooding or theft? The general feeling was that no further action should be taken.

11) Councillors’ reports and items for future agenda

Lengthsman to attend a refresher on highway safety.

12) Closure – with nothing further to discuss the meeting closed at 9.15pm.

The next Parish Council Meeting is on Wednesday 15 January 2014 at 7.45pm.

Signed: Councillor Anthony J Hall, Chairman

Date:

Report on Neighbourhood Planning Seminar: A meeting to discuss Neighbourhood Plans held on 22nd of October.

Wychavon provided a most interesting introduction to the planning and execution of Neighbourhood Plans. Speakers from several parishes within and outside the county described their experiences.

From these examples a number of conclusions can be drawn:

1. Neighbourhood Plans have legal status and as such they must be respected by planners and developers.
2. Parish Plans are in effect now superseded by Neighbour Plans.
3. There are considerable restrictions on what can be included in the plans, i.e.: they must conform to the Local Plan of the district and to the principles in the National Planning Policy Framework
4. Once a Plan has been accepted, the parish can benefit from a 25% share in the Community Infrastructure Levy.
5. The work involved in producing a plan is extremely arduous for small communities and will take a minimum of 4 to 5 years to complete.
6. There is a small amount of grant aid to support each plan, initially £7000.
7. Several small parishes or town areas can cooperate in producing plans.

8. Essentially, Plans allow the local community to set out their views on the location, design and dispersion of new housing. They cannot override the numbers allocated in the Local Plan. They can also influence plans for new infrastructure, green space etc
9. Wychavon can provide support and guidance but not the manual help needed to complete plans.
10. The work involves frequent public meetings, gathering of views by means of questionnaires, statistical analysis and computer programming, testing of conclusions against public opinion and for conformance to relevant legislation such as Health and Safety, Equality, Race and European law. Most communities find it necessary to employ consultants. Completed plans are subject to examination before a public audience before acceptance by the local authority.

So far only 3 Plans have been accepted in England and Wales although over 550 are in progress. The smallest parish working on a Plan has 400 inhabitants. In Wychavon, North Claines is the furthest advanced.

I see Neighbourhood Plans as a useful exercise giving some control over the implementation of housing policy and allowing communities to have a direct influence over aspects of their social environment.

The work involved is formidable.

John Comins

24.10.13.

Clerks Report

i) News e-mail

[Birlingham News 34](#) 28 September

There's plenty going on at the church over the next few weeks, and all are invited to the services and the meeting to discuss future plans.

In this issue:

1. Harvest Festival, 29th September
2. Services at St James's Church
3. Meeting to Discuss Development Plans for the Church, 12th October

[Birlingham News 35](#) 7 November

After a quiet month, there's plenty going on in November and December. In particular, the closing date for the church questionnaire is this Sunday, so make sure you get your comments in.

In this issue:

1. St James's Church Questionnaire – Closing Date 10th November
2. Short Service of Act of Remembrance, 11th November
3. Birlingham Christmas Show & Social Evening, 14th December
4. Swan Inn Darts Team – Winter Season
5. Fly-tipping at Nafford
6. Garden Waste

7. Planning Applications

2. Short Service of Act of Remembrance, 11th November

In response to several requests, a short Act of Remembrance will take place at the Village War Memorial at 11.00am on Monday 11th November to remember former residents who fell in both World Wars. It is suggested that those attending gather at the Village Hall at 10.45am before walking down to form a horseshoe around the Memorial, where the names and the traditional sentences will be read before and after the two-minute silence at 11.00am.

Afterwards, a wreath will be laid on behalf of the village by the Chairman of the Parish Council before we disperse to the Village Hall where, in the foyer, there will be coffee and biscuits or a glass of sherry.

5. Fly-tipping at Nafford

Recently a large heap of rubbish was dumped at Nafford. The pile included an armchair, satellite dish, Samsung sound system, carpet, fish tank and much more. Photos of the rubbish can be viewed at www.birlingham.org/village/gallery/gallery_ft_13.htm. The District Council's press release is available at www.birlingham.org/docs/fly-tipping_nafford.pdf.

If you recognise anything in the photos please contact Dave Roberts, Wychavon's environmental crime enforcement officer, on 01386 565269 or email news@birlingham.org. Anything that will help to ensure this sort of problem does not occur again will be much appreciated. All information received will be treated in confidence.

6. Garden Waste

Wychavon District Council is hoping to encourage more people to recycle their garden waste, either through home composting or by using their brown wheelie bins. The cost of the two-weekly collections for the brown bins is £42 per year.

Full information on the options available can be found at www.wychavon.gov.uk/cms/environment,-waste-and-recycling/recycling-and-waste/garden-waste.aspx.

[Birlingham News 36](#) 14 Nov

If you've missed any previous editions of the village emails, they can be viewed online at www.birlingham.org/pc_newsmails.htm.

In this issue:

1. Treetops Open Evening, 20th November
2. Parish Council Meeting, 20th November
3. Beaujolais Nouveau Evenings at the Swan, 21st-22nd November
4. Carols in the Courtyard, 21st December
5. Cedar Tree in Churchyard
6. Music for Services at St James's
7. Planning Applications

ii) [Training - Code of Conduct and Standards Regime reminder](#)

A reminder letter from the Monitoring Officer was copied to the Councillors attending the Event on Monday 7 October 2013 in the Council Chamber: Tony Hall, John Hill and Marion New. Copies of the event were circulated to all members.

For note:

- The Council have adopted the Worcestershire Code of Conduct and it emphasises that all members should be aware of its contents and the seven principles.

- Members must have your Register of Interests up to date at WDC - this is now published through the website with the WDC link (no signatures are showing).
- The importance of "disclosure" and "dispensations" must be clearly minuted. If Councillors don't realise until the evening of the meeting it must still be put in writing.
- Do I have an interest? The copy of the "idiots" guide is good.
- It is good practice to have a democratic opening.

As Clerk I believe Birlingham implements correctly its practices but it was good to attend the meeting for reassurance that we are doing what we should. It's great that we have a website so that all our discussions etc are in the public domain. FOI for example. The meeting was poorly attended so 3 from Birlingham (John's apologies through illness) was an excellent turnout. And Richard from CALC was there so it was good to "be seen".

Many thanks to Tony and Marion for attending.

iii) **Autumn 2013: Latest news from the Cotswold Area of Outstanding Natural Beauty**

Newsletter circulated to all Councillors.

iv) **CALC AGM** circulated to all Councillors - Annual General Meeting of the Worcestershire County Association of Local Councils will be held on Thursday 10th October 2013 in the Council Chamber at County Hall, Worcester.

v) **CALC networking event.** The aim of the event was to encourage networking during an evening of discussion, sitting with delegates from different councils so that you benefit from sharing a variety of experiences. The three topics were:

- Planning the council's finances to achieve its objectives (budgeting)
- Reflecting on ways of improving the council's performance
- Assessing the progress of localism

BUDGETING we have to have a budget for Government and accountability/proper practices.

Must have an action plan. What are the issues?

How does your council organise the budget setting process?

What are your council's objectives? What it is we want to do and what parishioners want.

What are the issues that we face this year as we plan our budget? Stand still or increase? Local authority cuts/may have to take on what they are passing on? Weather i.e. flooding, grit / sandbags Will there be a referendum because of the council tax cuts?

IMPROVING PERFORMANCE Interact with our community. Provide a service it wants.

Birlingham communicates via email news (they suggested a parish magazine) The Chairman should lead by example.

How can your council improve its performance? Is it doing what the parishioners want?

What does your council need to help it improve its performance?

How can the council help individual members of staff and councillors to contribute more effectively? Training? Have a buddy system.

Localism

"We think that power should be exercised at the lowest practical level - close to the people who are affected by decisions, rather than distant from them." A Plain English Guide to the Localism Act (DCLG November 2011)

“a strategy aimed at devolving power and resources away from central control and towards frontline managers, local democratic structures and local consumers and communities”

Stoker G (2004) The Political Quarterly, Vol 75

Has your community experienced any benefits of localism?

I do feel without bias that WDC do a pretty good job in keeping us informed. (Unlike Bromsgrove who were criticised on the evening) and that CALC are very good.

For note: CALC currently have 133 members out of 150 councils. 36 were represented at the meeting.

SO WE NEED TO BE VERY TRANSPARENT WITH PARISHIONERS ON HOW, WHAT, WHEN, WHY ETC WE HAVE A **BUDGET**

I BELIEVE OUR **PERFORMANCE IS FINE** AND LIKE EVERYONE ELSE WE ARE TRYING TO UNDERSTAND **LOCALISM**

vi) **Community Infrastructure Levy preliminary draft charging schedule**

Notice of public consultation

In parallel with the progress of the South Worcestershire Councils (Malvern Hills, Worcester & Wychavon Councils) are synchronising the process of preparing a Community Infrastructure Levy (CIL). CIL is a new charge that local authorities in England can place on new development in their area. The money generated through the levy will contribute to the funding of infrastructure to support growth in South Worcestershire.

A Preliminary Draft Charging Schedule has been developed which sets out the proposed charging rates for South Worcestershire. The Councils consider that the preliminary draft charging schedule, based on viability evidence, strikes an appropriate balance between contributing to funding infrastructure and not putting development across South Worcestershire at risk.

Consultation on the preliminary draft charging schedule will take place between 27th September 2013 and 8th November 2013. Representations must be received by 5pm on 8th November 2013.

A copy of the Preliminary Draft Charging Schedule is attached. If you need a hard copy, please contact us via the information provided below. It can also be viewed via the following link:

www.swdevelopmentplan.org

Supporting documents and the CIL timeline can also be viewed via the same link:

Alternatively, the material can be viewed at the Council offices in Malvern, Worcester or Pershore or at County Hall.

We welcome your comments via the following means by 5pm, on 8th November 2013:

Email: contact@swdevelopmentplan.org

Representations received on the preliminary draft charging schedule will be considered in preparing a final charging schedule. Representations will be invited on a final charging schedule prior to an examination in public by an independent Planning Inspector.

If you have any questions please contact John Pattinson on 01905 721105 or Hannah Wyld on 07850299840 or ring 01905 721170 or by using email via john.pattinson@worcester.gov.uk

Yours faithfully, Paul Bayliss, Project Manager SWDP.

vii) New Homes Bonus + Council Tax Event

Copied to all Councillors. Clerk and Councillor Hill in attendance.

Thank you John for attending and representing the Parish Council on this occasion.

viii) Lloyds Bank Letter received regarding the name change. Lloyds TSB became Lloyds Bank.

ix) Policing

CALC - ISSUE 39 October 3rd 2013

Local Policing Changes in South Worcestershire

From 30 September 2013, Warwickshire Police and West Mercia Police will move to a single policing model and delivery of local policing services serving South Worcestershire will change. As a result of the Government's Comprehensive Spending Review the forces are required to identify £30.3 million in savings by 2015. The new policing model is designed to deliver the maximum protection possible to communities throughout South Worcestershire.

All areas will continue to be served by a locally based, dedicated Safer Neighbourhood Team (SNT) comprising police officers, police community support officers (PCSO) and special police constables. Their primary role will continue to be to work with local people and partners to identify, tackle and solve issues of day-to-day crime and anti-social behaviour.

Response officers operating from patrol bases including Worcester and Evesham will support safer Neighbourhood Teams.

Across South Worcestershire there are 19 SNTs

Managed by a police sergeant, each SNT will have one police constable and two PCSOs.

SNTs in areas of high demand (defined on the basis of reported crime, incident levels and community need) including Warndon, Gorse Hill and Rainbow Hill, Cathedral, Evesham Rural North and Pickersleigh will have two police officers and four PCSOs.

One of these PCSO's will be based at a local school as part of the forces Safer Schools Programme. SNTs will also be supported by special constables.

An important element of the changes being announced is an extension to the powers of and hours worked by PCSOs. In future their additional powers will allow them to play a greater role in tackling harm caused by drugs and alcohol and they will be allowed to patrol later in the evening. Experience suggests that quality of life issues such as anti-social behaviour, criminal damage and graffiti most commonly affect people. SNTs are trained to tackle and solve these issues.

The forces are also making a commitment to make SNTs and response officers as visible and accessible as possible including reducing the time they spend travelling to and from their operational base.

In future they will be able to spend more time on patrol thanks to investment in mobile technology. TETRATABS (a mobile tablet style computer) are being introduced which, using the latest technology, allow SNT teams to remotely access information and complete paperwork on the go. Each SNT will be also be equipped with a Blackberry and a mobile police station will be introduced to the rural community in South Worcestershire.

The forces also remain committed to seeking the views of and engaging with the communities that the SNTs serve. In future each SNT will be promoting their work and responding to local people's comments via dedicated Twitter accounts, SNT information relevant to local areas will be available on www.westmercia.police.uk/saferneighbourhoods/ and the more formal Partners and Communities Together (PACT) meetings will continue to be held.

x) **Fly tipping on private land - Nafford**

Carl to Clerk. I am always happy to help move it so you can tell people to get in touch with me if I can help. I'm not sure how we can tackle this other than by being vigilant.

Wimpy to Clerk 10 Nov

The fishermen moved some and my Wetland volunteers the carpet. The rest I had to ask Michael Porter to remove - invoice to me following! I do not think Carl moved any.

Looking into putting a gate there. Wimpy

Clerk to Wimpy 10 Nov

You are probably aware but just in case as an update. I walked down to Nafford last weekend and all the rubbish has been removed from the carpark. So it would seem it is a thank you to the fishermen.

Steve Morris has mentioned it in the Birlingham News email. More rubbish was tipped again this week which was removed by my father and John Taylor.

Wimpy to Clerk

June - thank you. My son in law saw it was still there a few days ago. Now he says the fishermen are moving it which is really kind of them.

I think I will have to put a gate with a lock down there which is a shame. Apparently the culprit comes from Droitwich and the police know who he is but do not intend to take any action which is not very helpful! I have had similar problems before usually with white goods like fridges etc.

Clerk to Wimpy 20 Oct

Sorry I haven't replied. I have been meaning to go down to the car park to see if the fly-tipping is still there. It was 2 weeks ago. I will try to get it moved but there is glass etc

Wimpy to Clerk 6 Oct

I should be very grateful if Carl could remove it and will obviously thank him.

As you probably know I have no farm staff.

Steve Morris to Clerk 6 Oct

I met the Wychavon people investigating it a week or so ago. They have sent me photos and press release and I said I'd put it on the website. Could also put it in the email – they seemed to think it must be someone reasonably local, so someone ought to recognise it.

xi) **Overview and Scrutiny - Worcestershire Regulatory Services** – circulated to Councillors

Quote, "I am contacting you on behalf of a group of elected Councillors who are currently in the process of reviewing the shared Worcestershire Regulatory Services. I have attached a copy of the terms of reference for this review for your consideration.

The Councillors are reviewing the shared Worcestershire Regulatory Services as a joint Overview and Scrutiny exercise, involving representatives from every Council across the county. Overview

and Scrutiny is a standard part of the local democratic process in local government. Members involved in Overview and Scrutiny cannot make decisions. However, they can make recommendations, based on evidence gathered during the course of a review, which are designed to shape policies and working practices in the future.

As part of the review the Councillors are keen to hear from Parish Councils about your experiences of working with Worcestershire Regulatory Services. Worcestershire Regulatory Services encompasses a number of areas including: food standards, food safety, health and safety, metrology, animal health and welfare, licensing, air quality, environmental permitting, contaminated land, nuisance investigations, infectious diseases, product safety, fair trading, under age sales, consumer and business advice, environmental packaging, public health (including burials and drainage), health promotion and pest control.

I would appreciate it if you could advise me of the experiences that members of your Parish Council have had, if any, when working with or contacting Worcestershire Regulatory Services. Any examples provided would be useful evidence and would be reported back for the consideration of the elected Councillors on the review. The review is due to be completed in April 2014. However, we would appreciate feedback by 31st October 2013. Please could you report these experiences to me and to my colleague Amanda Scarce (a.scarce@bromsgroveandredditch.gov.uk)

If you have any questions about the review or the Overview and Scrutiny process please do not hesitate to contact me to discuss the matter further using the contact details provided”.

Jess Bailey, Democratic Services

xii) Next Generation circulated to all Councillors

We are very excited to tell you that we are ready to launch Next Generation to the county’s community leaders. Since the soft launch earlier this year we have created a brand, a communications strategy and a full communications plan. At the heart of this plan is our new website which goes live on October 1. Log onto www.wearethenextgeneration.co.uk. The campaign will encourage community leaders, through a variety of channels, to visit the website where they can tell us how they will play their role in ensuring Next Generation’s 25 identified commitments are delivered.

Now we need your help in starting this conversation and there are several ways you can help cascade the information.

- By email
- In your newsletters and publications
- Via your networks, face to face.

The most important of these is email. We are relying on you to email *at least five* relevant contacts from your email address book - think about the communicators and influencers you know – and ask them to spread the word among their networks in the same way. Please don’t include any fellow Shenstone members in your list to avoid duplication.

We have attached some sample copy to include in the body of your email – please feel free to top and tail this with your own personal messaging – along with a guide as to how we'd ideally like this done.

We've also included other items in the attached communications toolkit, including:

- Two **press releases** of different lengths containing information to be used in your organisation's forthcoming publications or newsletters
- An **email signature** – please add this brief copy and website link to your email footer for the duration of the campaign – this is in the email copy brief
- Brief **key messages** to help you tell the Next Generation story

You can also join in the conversation on social media. Find us on Facebook (www.facebook.com/Worcestershirenextgeneration), Twitter (@worcsnextgen), LinkedIn and Google+.

We'd like to thank you in advance for your assistance with this vital piece of work – we really can't do this without your help!

Yours sincerely **Adrian Hardman**

xiii) Electoral Commission Electoral Commission - Standing for election consultation

Circulated to all Councillors. Quotes, "We have been notified of this consultation and thought your parish councillors may have some views they wish to be taken in to consideration, therefore I am emailing you the links to share with them for comment".

Elaine Dicks, (AEA Cert.), Deputy Returning Officer and Electoral Services Manager

Electoral Commission - Standing for election consultation

Today the Electoral Commission has launched a consultation to gather views on the system and processes involved in standing for election in the United Kingdom. They are seeking comments on a number of issues across different types of elections, including the size of deposits required, access to election broadcasts, and the rules around disqualifications.

The Commission has a duty to review the legal framework for elections, and it has been a decade since the last review in this area. It is therefore the right time to look again at the system and consider what changes may be needed.

The intention of this consultation is to prompt debate on how the electoral system can be streamlined, improved and better regulated from the perspective of those seeking elected office. In particular, we are keen to see how the rules can be changed to improve participation from candidates while maintaining public trust and confidence in the conduct of elections.

They have aimed to highlight areas that they feel there may be inconsistencies or inefficiencies, but also invite views on areas that they may have overlooked. They would like to hear any options for change that people may have.

They welcome views from all involved in the system including those that have stood as a candidate. The consultation will run until Wednesday 18 December and will report to the relevant Governments in the UK setting out any recommendations for change that we have identified which fall within their remit.

The consultation paper sets out in detail how you can respond and is available online here: http://www.electoralcommission.org.uk/data/assets/pdf_file/0011/162659/Standing-for-election-consultation-paper.pdf

The key questions we are consulting on are also available separately as an online survey, which you can access here: <https://www.surveymonkey.com/s/2NFTS6W>

xiv) Events Diary application form for 2014 diary. Available for residents. Put on email news and give hard copy to Councillor Morris.

xv) Village Hall pictures I have been updating our website and noticed that although we have details of the village hall we don't have a photo. Would it be possible for you or someone to send me a picture of the village hall.

Tracy Grubb, Community Development Officer, Wychavon District Council, Civic Centre



xvi) Village Hall dates for next year

Mary Sadler 6 Oct

Hello June

Dates are in the diary.

Mary

[Clerk to Mary](#)

I have given the dates to Edward for The Bystander. Would you please confirm that the Parish Council are alright to book the village hall for the meetings next year as listed.

xvii) Winter reminder Copy of the Winter newsletter and reminder that any requests for 1 tonne bags of salt must be received before the end of October.

All County Council yellow grit bins have now been filled; please advise if you are aware of any that have been missed. If you have any questions or concerns regarding the winter service, please get in touch.

Rachael Benson, Customer and Community, County Hall, Spetchley Road, Worcestershire County Council. WR5 2NP Tel: 01905 822009

xviii) Festival Housing's Annual Reports 2012-13 Circulated to all Councillors

Please find a link below to Festival's Annual Report 2012-13 entitled 'Looking Back, Looking Forward' and also our tenants' annual report 2012-13 entitled, 'Our commitments to you'.

<http://www.hmdc.co.uk/E-Brochures/FestivalAnnualReport/>

<http://www.hmdc.co.uk/E-Brochures/TenantsAnnualReport2013/>

This year's report marks the end of our five year strategic plan, 'Building Successful Communities' and looks forward under the heading of 'Building Festival's Future' to our exciting plans for the future.

Inside we have highlighted our achievements over the past financial year and look towards some of our goals for 2013-14.

As part of our future plans, we are pleased to announce, that the Boards of Festival and Worcester Community Housing (WCH) have agreed to merge to create a regional housing group with a combined turnover of £75 million and a housing stock of almost 14,000 properties.

As well as increasing our financial strength and capacity, the move will generate over £30m of cost savings over 10 years, which will be invested in building more affordable new homes and in improving customer and community services.

We are looking to complete the merger by 2014, which is a tight timescale with a number of key milestones to be achieved. As a key partner of Festival Housing we will endeavour to keep you informed of our progress with the merger.

Both annual reports can be found on our website and more details of the merger can be found at www.festivalhousing.org/merger

Please do not hesitate to contact me or the other Directors at Festival if you would like to discuss this report or the news about the merger with WCH further.

Guy Weston, Chief Executive, Festival Housing

xix) Thank you

Letter received from Hon. Treasurer on behalf of BVH thanks for New Homes Bonus allocation for the microwave.

xx) Public Speaking at Planning Committee 29 Oct

Separate Speaking Slot for Parish Councils

As you are aware we are currently trialling a separate 3 minute slot for Parish Councils if they wish to speak on a Planning Application at Planning Committee.

Please find attached a **form**, which must be completed, if the person speaking for the Parish Council is not the Clerk or the Chairman. This form gives authorisation for that person to speak on behalf of the Parish Council.

The deadline for public speakers for Planning Committee is noon on the Monday before the Committee on the Thursday.

Mandy Ladds, Civic & Administration Supervisor, Wychavon District Council

xxi) “We did our bit”

In the run up to 11 November I commend you to watch the video on the link below and please forward on to your Parish Council Members.

It’s an 11 minute film featuring the accounts of 11 veterans who fought in World War Two and live in Worcestershire.

http://www.youtube.com/watch?v=_ohKrrcH5kw&sns=em

Alternatively you can watch the video via the County Council YouTube channel at <http://www.youtube.com/user/worcsccl/videos>

Kind regards Gerry O’Donnell [Chairman of Wychavon District Council](#)

xxii) Lengthsman

Maintenance of grips on New Barn Road - mainly left hand side as you are leaving the village

[Clerk to Carl](#) When you get chance could you have a go at the **grips on New Barn Road**. The water is puddling near some of them but not getting away/off the road.

Also could you cut one on the junction at Eckington Road where water is sitting. The ground here does drop away into the coppice (what was a pond area)

[Response from Carl](#) OK will do I have reported the **flooding in The Avenue**. It appears to be blocked between the grids.

xxiii) [Subsidised Bus Services Review 2013](#)

Letter from Worcestershire County Council. Proposals to save the £3 million that is currently invested in provided subsidised bus services across the County. Consultation until 17 January. Leaflet put on noticeboard.

xxiv) [Parish matters](#) Newsletter for November 2013 circulated to all Councillors

xxv) [Wychavon Annual Report](#) circulated to all Councillors

xxvi) [Overview and Scrutiny](#) meeting on 19 November

xxvii) [Worcestershire Minerals Local Plan: second stage consultation](#) response due by 31 January to www.worcestershire.gov.uk/mineralsbackground

xxviii) [Public Speaking at Planning Committees](#) Nov 14

Separate Speaking Slot for Parish Councils - Authorisation.doc

Dear Parish Clerks

Further to my email below can I please remind you that you do need to register if you wish to speak on an item at Planning Committee. The deadline for registering to speak is noon on the Monday before the Planning Committee Meeting on the Thursday.

xxix) Abandoned car - The Pound, Birlingham

This had been reported to Client Services but had since been removed. It belonged to a nearby resident.

xxx) Safety at Street Works – new guidance 1st October 2013

A new code of practice has been issued relating to Safety at Street works, this is *very* relevant to Parish and Town Councils that employ a Lengthsman. I have attached a copy of the new Code of Practice, please make sure your Lengthsman aware of this document.

This new guidance comes at an opportune moment as there is a recent case of a Wolverhampton motorcyclist who was severely injured when he collided with highways works barriers. It was found that the warning signage and cones were not deployed correctly and the firm has been fined £180k for H&S failings.

I would add that all Lengthsman should have undergone our LANTRA approved training course before working on this highway. If any Lengthsman would like to take the course again to refresh their memory I can add them to the waiting list for the next training session.

Dave Hunter, Senior Highways Liaison Engineer, Lengthsman Scheme Manager
County Hall, Spetchley Road, Worcester, WR5 2NP