

# Birlingham Parish Council

Minutes of meeting held on Wednesday 17 May 2017  
at Birlingham Village Hall

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## **Councillors:**

Councillor Allen  
Councillor Fitch  
Councillor Hill  
Councillor New  
Councillor Yates

## **Present:**

District Councillor Davis, the Lengthsman, the Tree Warden and the Clerk

## **Welcome**

The Chairman welcomed everyone to the meeting.

### **1. Election of Chairman and signing of Declaration of Acceptance of Office**

John Hill has shown a willingness to stand as Chairman. He was happy to accept. The office was proposed by Councillor New and seconded by Councillor Fitch. He duly signed his Declaration of Office.

### **2. Election of Vice-Chairman**

Ian Yates was elected as Vice-Chairman. The office was proposed by Councillor Hill and seconded by Councillor New. Councillor Yates said he has a hard act to follow and that everyone working together will help him in his role.

### **3. Apologies for absence**

Apologies were tendered by Councillor Aston who was without childcare. The apologies were accepted. Also, apologies were given by County Councillor Hardman who was attending a meeting at Wychavon District Council, Julie Pardoe, Pershore Rural South and North, West Mercia Police and the Footpath Warden.

### **4. Notice of Resignation**

The formal notice of resignation of Councillor Steve Morris has been received. Notification of the resignation and the position of a casual vacancy has been sent to Wychavon District Council.

### **5. Co-option of Seventh Councillor**

Following the resignation of Steve Morris, the application for co-option has been viewed by all Councillors.

Co-option of a new Councillor took place. Steven Byrne has accepted the position and duly signed a Declaration of Acceptance of Office.

A Register of Members' Interest form is to be completed and returned to Wychavon District Council before the next meeting.

## **6. Declaration of Interest**

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Note: Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

There was declarations from Councillor Hill regarding the Jubilee Committee, Transparency Fund, Flower and Produce Show and the New Homes Bonus items.

## **7. To consider the Council's Scheme of Delegation and to Appoint Members**

- a) Appointment of Financial Support Officer. Councillor Hill is happy to carry on in the role and is duly appointed.
- b) Appointment of Footpath Warden under the authority of Worcestershire County Council. Bruce Hayward has confirmed he is happy to continue in his role as the Footpath Warden and this was agreed. All Councillors said that Bruce does an excellent job and the footpaths are a credit to the village.
- c) Appointment of a Lengthsman. Carl Brassington agreed to continue as the Lengthsman on a contractual basis. A copy of his current business insurance policy, showing his indemnity, is held on record. Carl accepted his position with a 'salute'.
- d) Appointment of Tree Warden. Karl Grimston confirmed that he is willing to continue in his role as Tree Warden and this was agreed.
- e) Planning Group. All Councillors actively take part in the Group consultation. It is agreed that the Group will be headed by Councillor Fitch as the Planning Co-ordinator. He will lead on the communications exchange between Councillors and collate an overall view to finalise a comment to pass to the Clerk for submission.

## **8. Confirmation of arrangements for insurance cover**

The Parish Council is required by law to assess, at least annually, the risk of its various activities and to update its insurance and asset register. This was agreed with a public liability of up to £5 million any one event, with an example being the litter pick.

The understanding for the Insurers (Zurich) is that: the precept is under £25,000, the wages are under £20,000, All Risk's total is under £10,000 (bench, kiosk and mower) and there are no major events or public services undertaken during the year on behalf of the Parish Council.

All Councillors are aware of the policy document. This was reviewed and accepted.

## **9. Review of the Parish Council's subscription to other bodies**

The Parish Council subscribes to Worcestershire County Association of Local Councils (CALC), which is a member organisation offering support, training, advice and guidance to parish councils. The charges for the current financial year has just been received and will be agreed at Item 13.

All Councillors are aware of what CALC does and the valuable service it provides. The subscription was reviewed and accepted.

## **10. Determining the time and place of ordinary meetings and the next annual meeting.**

A discussion took place on the Parish Council's annual review of the time and place of ordinary bi-monthly meetings. It is proposed and agreed that the meetings will continue to commence at 7pm on Wednesdays in Birlingham Village Hall.

Further discussion took place on the next annual meeting takes place in May. The date and time was deferred and will be agreed later in the year.

## 11. Minutes of the Previous Meeting

The Minutes of the meeting held on 15 March 2017, a copy of which has been circulated to all Councillors were agreed as a true record and duly signed by the Chairman.

### Democratic Opening

The meeting was adjourned for public question time. There was nothing to report.

## 12. Progress Reports

- a) Footpaths
  - i. Footpath 506 (near village green) - strimmed and fingerpost cleared.
  - ii. Footpath 506 (behind Old Rectory) - stiles replaced by gates.
  - iii. Footpath 511 (Withy Walk) – strimmed.
- b) The Tree Warden said the rain has just arrived in time to replenish the trees and hedges.
- c) District Councillor

Councillor Davis congratulated Councillor Hill on his appointment as Chairman. He then gave the following report:

- i. Liz Eyre has been elected as the Chair at Wychavon District Council. Councillor Tony Rowley is the Vice-chair (previously the Mayor of Pershore).
- ii. There are 'dual-hatters' as some Councillors serve on both Wychavon District Council and Worcestershire County Council. Some people feel this may cause a conflict of interest. Good to see young Councillors coming in.

Councillor Davis was thanked for his presence.

- d) County Councillor

There was nothing further to report from Councillor Hardman who has given his apologies due to the Annual Council meeting at Wychavon District Council. He has attended the Annual Parish meeting and given a report there.

The Chairman has given his congratulations to Councillor Hardman on his re-election.

The Chairman will ask Councillor Hardman to come and view the villagers concerns regarding the highways.

- e) Clerk - *Appendix 1*

Further discussion took place regarding the 'anti-social behaviour' note regarding dog fouling and litter which was placed in the Birlingham News. Councillors discussed the requirement of a bin in the Lower End. Should there be a dog bin or a domestic waste/dog bin? Maybe the answer is to educate people or is it just to get a doggie bin or a general waste bin? Take forward to July meeting investigating prices and installation. Councillor Davis would talk to Mr Merrick in Community Services. Councillor New to action reporting on costs and emptying.

Also, there was a discussion on speed issues. What about speed bumps? Councillor Aston is to report on the Speed Watch and working with volunteer residents.

Lengthsman request – overhanging trees from the church and residential properties should be cut back as they are a hazard to pedestrians and traffic.

The web developer is 'leaving' so it is important that the Parish Council pages are updated and 'loaded'. No confirmation at this time on structure and continuity.

## 5. Planning

A report has been circulated before the meeting, as follows:

a) Current applications pending

- i. 17/00842/FUL - Peacock Farm, Lower End, Birlingham WR10 3AD  
Demolition of wall 1.6 meters high adjacent to highway

Parish Council comments: no objections.

- ii. 17 /00685/CU - The Manor House, Lower End, Birlingham WR10 3AD  
Change of use of stable block for mixed use purposes

Parish Council comments: Birlingham Parish Council considers that permission for the retrospective planning application 17/00685/CU should be refused. It is considered that the original application 11/00443 was approved with the condition that no vehicles were stored on the site and the reason given was it would be in accordance with ENV12 of the Local Plan 2006. ENV12 has now been superseded by SWDP 6 (and SWDP 24) but as there are no significant differences between these documents this condition still applies. It is indisputable fact that a garage of any description would not comply with the principle of retaining the character of the Conservation Area.

- iii. Outside of Birlingham Parish

W/15/01013/OU – Field SO 9239, Eckington Road, Bredons Norton

Appeal – start date 17 November

Appellant name – Mr J Price

Proposal – Change of use of land from waste ground to mixed use for stable and keeping of horses and caravan site for single Gypsy family with associated development (improvements to vehicular access, internal access track, hard standing, stable block/utility block, septic tank and retain electricity junction box)

The Parish Council were not notified of this application until the start of the Appeal. Councillors discussed the Appeal and supported the objections from Bredons Norton Parish Council. However, no comments were sent to Wychavon District Council.

18/1 - The Appeal date is notified as 1 February 2017.

- iv. 17/00320/CLE – Peacock Cottage, The Pigsty, Lower End, Birlingham WR10 3AD  
Application for a Lawful Development Certificate (existing) – the use of the garden and grounds (as outlined in red on the plan) ancillary to the holiday let accommodation of the Pig Sty (formerly known as Peacock Cottage) in breach of condition no. 3 attached to planning permission 81/00241.

The Parish Council has no comments.

b) Current applications approved/refused

- i. 17/00270/FUL - Peacock Cottage THE PIGSTY, Lower End, Birlingham WR10 3AD

Two storey extension to Peacock Cottage as approved under planning permission ref no. W/15/00223/PN - but without compliance with Condition 4 (preventing the occupation as an independent dwelling)

APPROVED: 4 April

- iii. 17/00230/CU - The Manor House, Lower End, Birlingham. WR10 3AD

Use of land for equestrian and construction of stabling block and access - as approved under planning permission ref no. W/11/00443/CU but without compliance with condition no. 12 (to revise restrictions relating to the storage of vehicles and horse boxes).

Withdrawn 17 March 2017

Parish Council comments:

Birlingham Parish Council has sought clarity on the new planning application (ref 17/00230/CU) which effectively seeks the same as the previous refused application (ref 16/02864), but now seeks to only change condition 12, rather than seeking to amend conditions 4 and 12 as per the previous application.

Condition 4 relates to ensuring the stables are not used commercially.

Condition 12 states that there should be no storage of horseboxes or vehicles.

The applicant is seeking to not comply with condition 12, so that vehicles can be stored within the stable but not externally.

The application was previously refused because the applicant was trying to change the use of the land to a garage and the local authority considered an amended application was required.

The Parish Council received comments from several residents concerned about the previous refused application (16/02864), because the change represented a change of use to that of the original consent (a stables).

The Parish Council notes residents' comments and wishes to draw Wychavon's attention to the original approved permission and associated conditions, given the site's location within the conservation area and outside the development boundary.

c) Acceptance of Procedures/Guidelines Policy

The Procedures/Guidance has been drafted and circulated to all Councillors and the Planning Co-ordinator is to review the final draft. The latest Wychavon District Council's Planning Information Pack (May 2017) has also been sent to all Councillors which includes information on application reference suffix's. The Information Pack will be appended to the Policy. The Procedures will be circulated again for agreement and adoption at the July 2017 meeting.

d) Enforcement

Ref: IN/17/00227 - Alleged Breach: Windows differ from those approved under planning permission W/15/02882/PP at 4 Church Street, Birlingham WR10 3AQ

## 6. Financial Matters

a) Bank balance is £9,514.87 as at 27 April 2017.

b) The Accounts for 2016/2017 were resolved (as per the audited financial year end), including the provisions. The Community Provision September 2016 – July 2017 will be reviewed.

c) The Accounts for 2017/2018 (*current financial year*) were resolved as per the spreadsheet and provisions.

Discussion took place on the budget figures and the % increase. Training information from CALC has been circulated and an event was £25.00. It was agreed that the Councillor Hill will attend the Chairmanship training.

Acceptance of the "provisions" for Tree from Litter Pick, Litter Pick, Plane Tree (see Item 22), Community, Election and Lengthsman was agreed.

d) Savings account. It appears that an account has been sent up as information has been received by the Clerk. Clerk to contact Lloyds bank regarding the authorisation of this mandate.

e) Receipts:

£219.00 – Worcestershire County Council (Lengthsman February £147 and March £72)

£2,946.00 – Wychavon District Council precept (precept - £2,856 and grant £90)  
Payments agreed: –  
£108.00 – Birlingham Village Hall (6 meetings 2017 – 2018) – cheque number 355  
£18.00 – Birlingham Village Hall - January meeting } – cheque number 356  
£18.00 – Birlingham Village Hall - March meeting } “ “

- f) Agreement on cheque signatories and notification by Councillor if absent from duties.

Steve Morris was to be removed from the existing mandate and Councillor Aston is to be added. It was agreed that Councillor Allen, Aston and Yates are signatories to have full power and so there will always be two signatures.

- g) Future Payments:-

£147.00 - Lengthsman February } £219.00 cheque number 358  
£72.00 - Lengthsman March } “ “  
£108.00 - Lengthsman April

£900.00 – New Homes Bonus. Awaiting a response

Clerk to display the completed Annual Return, the Declaration and the Notice after this meeting both on the noticeboard and the village website with a declaration of the "unaudited status of the statement of account".

- l) Transparency Requirements/obligations publishing *see appendix 4 on agenda*

Some of the following has been agreed previously so this will reiterate to provide further clarity. Clerk and Financial Officer to action a summary of expenditure above £100.00 with year-end accounts. Clerk to publish Annual Governance Statement and to attach to the May minutes once returned from the auditor, along with a copy of the spreadsheet, a summary of the accounts and the Audit Return.

- m) Transparency Funding

£1,096.00 – amount received from NALC

This is analysed as follows:

£510.00 – purchase of computer, scanner and software

To be spent as the need arises to replace existing

£300.00 – website set up costs charged by Birlingham Jubilee Committee

Invoice received from Birlingham Jubilee – cheque number 359

£40.00 – training cost

To be paid to Web Developer

£246.00 – payment for the Clerks time in updating the information

To meet increased payment to Clerk, if any 2017/2018

- n) Worcestershire CALC

£199.78 – cheque number 357

(Calc service charge per elector £150.44 plus VAT £30.09 and Nalc affiliation fee £19.25  
VAT exempt)

## **15. Standing Orders**

Clerk to draft Standing Orders as they need revising.

## **16. Complaints Procedure**

The Complaints Procedure has been drafted (September 2016) and circulated. The draft needs to be amended to give an adoption date of July 2017. To be agreed and adopted at the July meeting.

## **17. Handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998**

The Chairman and Clerk need to draft a policy and bring to the next meeting. The draft can then be agreed and adopted.

## **18. Review of the Council's policy for dealing with the press/media**

The Policy was agreed in January 2016. There were no further amendments. To carry forward to the July meeting and adopt officially.

## **19. Village Design Statement (VDS)**

There was an update from Councillor Yates on the Village Design Statement. The final input from the working groups was received at the end of February. Councillor Yates and Steve Morris reviewed this input which totalled 60 pages of text without maps and indexes. Councillor Yates has created a draft VDS from this of 25 pages. This version has gone to Wychavon District Council

and they have said that the basic structure and principle are complete. Their comments were 'great'. However, there was a belated comment from the Conservation Section regarding building materials. Further changes were made and the guidelines for planning drafted. Important to ensure that guidelines are consistent with current planning policy. The intention is to share the revised document with Councillors and lead members of the working groups for their input. After taking this input into account the VDS will be made available for villagers to review. It is likely that this will be done by email to the village newsletter list and by making it available on the village website. Due to costs, hardcopies will only be printed on request.

Wychavon District Council have said that that the Survey is more than most villages have and it has been well canvassed democratically. The local authority is positive and believe the current version of the document is good enough for adoption.

There is to be a hard copy available for the July meeting and then ready for a final draft. Councillor Yates to send out copies.

The Chairman thanked Ian and said how appreciated his work is.

## **20. Litter Pick**

The litter pick took place unusually on a Sunday afternoon. The volunteers on the day had sunshine and did an excellent pick and covered the patch well picking up what could be seen as the grass had grown. Unfortunately, some litter was soon back. Councillors asked that Revills be contacted. Do the seasonal workers have litter bins and if not, can they be provided? Clerk to action.

## **21. New Homes Bonus application**

There was currently £1,999.00 to draw down from the New Homes Bonus scheme.

### Birlingham Cricket Club

This has been agreed at £900 for a refurbishment. There is no further update from the club at this time.

### Flower and Produce Show - marquee

An application has been received from the Flower and Produce Show Committee (F&P) for a New Homes Bonus grant for £400.00. Councillors questioned the source of funding which the F&P Show were using to support the application. It was agreed to hold this application until further information was available.

### Road Safety proposals

A suggestion has been put forward for speeding restriction signs on the Eckington Road and Pershore Road. Ideas to reduce speed

Points to note are:

Level of soil

Constant growth – should the roots be covered?

Costs to go over budget – bench is not an expected deficit. This should be itemised as Village Green/bench

Consideration for now and the future at future meeting.

### **23. Report on Annual Parish Meeting**

The Annual Parish meeting has taken place at Birlingham Cricket Club and this is a new venture which has worked well. All Clubs and parishioners could give a talk. Maybe there is an opportunity to do more next year based on the same informative concept? The feedback was good and people enjoyed the evening. The Parish Council was pleased and encouraged by the turnout. The Clerk was thanked for organising the meeting and Councillor New for the refreshments provided.

The Chairman is to send thanks everyone who gave a talk.

Chairman to put a note in the Birlingham News email about the evening.

### **24. Church Street Closure**

There was no further news at the time of the meeting regarding the dates or timings of the road closure. A message is to be placed in the Birlingham News and on the website when there is an update from the County Council.

### **25. Telephone Box**

The Chairman was approached by a Flower and Produce Show member who wished to improve the appearance of the telephone box which is used as the Shows 'headquarters'. The Chairman has met with the committee members to consider the kiosk maintenance. The estimate of costs presented by them was substantial and it was stated that as there is no provision for this sum in the budget the repairs would have to be deferred.

Chairman to report back at July meeting.

### **26. Councillors' reports and items for next agenda**

- Speed – Clerk and Councillor Aston
- Canal boat at Nafford
- Asham Meadow – Farmers are advising groups that the RSPB has reported a rare breed of red curlews on the meadow and that walkers must keep their dogs on leads.

### **27. Closure** - with nothing further to discuss the meeting closed at 9.27pm.

The next Parish Council Meeting is on Wednesday 19 July 2017 at 7.00pm.

**Signed:** ..... **Councillor John Hill, Chairman**

**Date:** .....

## **Appendix 1 - Clerk's Report**

### **Resignation of Chairman and Notice of Vacancy**

Democratic Services were notified of the Resignation of the Chairman, Steve Morris.

21 March - A Notice of Vacancy was sent from Wychavon District Council, Electoral & Customer Services Officer saying that if there is no request to call an election they will advise to co-opt.

Notice posted on board and published on the website.

11 April - Message received with reference to the Notice of Vacancy confirming that there had been no requests and it is for the Council to co-opt a replacement member. This should be made as soon as practicable and Wychavon should be informed of the name and address of the new member.

### Message from ex-Chairman

The ex-Chairman sent a message to the members. Steve Morris thanked members for their farewell gift and card and said, "Thank you for being an excellent Parish Council and making the job of Chairman so straightforward – I am sure you will do an excellent job of representing the village in the coming years".

### Phone kiosk refurbishment

For reference – clerk to Flower and Produce Show

24 March - To Caryl Mills

Copied to Chairman Steve Morris

*Dear Caryl*

*I was told by Steve Morris that you are the contact who made the request on behalf of the Flower and Produce Show committee to use the kiosk as a "home" to advertise the Village Show. I am not sure of the present members of the Show Committee so I hope this email should have come to you.*

*At the Parish Council meeting last Wednesday, the members gave the go ahead and thought the idea was a great way of making use of the empty box.*

*You are the first group to make a suggestion and so it is most welcome.*

*I have copied you in on an email enquiry I had. It will be interesting to hear what they say in the future but it will be good for the Birlingham kiosk to actually achieve and serve a purpose and to let the enquirer know of your projects progression.*

*Let me know if there is anything further the Parish Council can do for you and the group.*

3 April - To Caryl Mills - F&P Show

Apologies were sent and the Clerk replied to the Flower and Produce Show (F&P Show) Committee regarding the phone kiosk giving the extract that would be in the draft minutes.

The members wanted to preserve the original kiosk and so any work done must be of the correct colour and the glass was to be original. John Hill as Acting Chairman was happy to assist the committee with any further questions and as a neighbour to the enquirer and close to the phone box he would 'supervise' any requests being considered.

Councillors were happy that the F&P group were getting the box looking good again and it was noted that a flyer has just been delivered which lets parishioners know that the kiosk is being used as an 'information centre' again.

8 April

The Chairman has met with members of the Flower and Produce Show committee (F&PS) regarding the phone box refurbishment. It was advised that a 'patch up' was agreeable to see the F&PS through the summer. 12 pieces of Perspex to be replaced with glass and then the front only to be rubbed down and painted in the correct red. The F&P show committee are to let the Parish Council have the final prices by Tuesday.

Longer term the Parish Council will need to consider

- What to do with the kiosk as it does need some work to bring it back to how it should be. At that point maybe the Parish Council might ask Mark Smith's view and then discuss as a Council.
- There is a possibility that the box could have a value and therefore maybe need to look at the insurance value?

### Speed Awareness / Road Safety

#### Report from Pershore Rural South and Rural North at West Mercia

March

From WM Police

*"The wheelie bin stickers are on their way and I will deliver them once they have arrived with me. I am hoping that I will be able to get out this week to do some checks*

Response received from resident to message in Birlingham News regarding the stickers:

*Just a note to mention the fact that there are some households belonging to Birlingham Village that are situated outside of the 30mph speed limit.*

*We are also concerned about vehicles breaking the speed limit. Are there any plans to issue free 40mph stickers?"*

#### REPLY from WM police

*"There are no 40mph stickers and we cannot conduct speed monitoring with a handheld device in a 40 limit.*

*I have 40 more slow down stickers which I will bring out to you but if anymore are required you would have to contact Safer Roads again.*

*These were delivered on Sunday 2 April"*

30 March – Clerk to resident

*"The email news went out before I had chance to say that there are also stickers saying, 'slowdown in our community'. I need to ask for more stickers anyway so that they can go on both the green bins and the black ones. It appears so far, I may only have enough for one bin. I am also going to ask if there are any 40mph stickers. Apologies I should have asked before. I hope you feel that at least the parish council are trying to make offenders more aware of speed restrictions. I believe it's a start. Only yesterday whilst I was out with the County Council on matters concerning Birlingham, did two company vans go flying past me in the Upper End and we all quickly got on the verge. The parish council will continue with their speed awareness and Councillor Paula Aston is leading on this".*

**Reply:** "Thanks so much for this update. We sometimes feel left out up at this end! Our corner has a ridiculous amount of speeding traffic on it now, some of which have occasionally lost control and ended up in our hedge. Some drivers seem to use this stretch of Eckington Road as a race track and I have witnessed some vehicles almost rear-ending traffic that is queueing just around the blind bend (the amount of traffic on the road has increased so much in recent years that at certain times of the day, the queue for the top junction sometimes comes all the way down to our gate.) Any kind of warning signs or mph reminder stickers would be welcome".

April

**REPLY from WM police**

14 April

"Unfortunately, we can only supply one sticker per bin and two per household. When I drove through the other day it was great to see so many on display already.

The comment from John Hill (quote: We know from the stats that the real offending is between 11.00 and 13.00. Are they actually around here at that time? I can't believe that the residents of Upper End are making this up. Please can we be sure, but I suppose that if drivers see them they will slow down) concerns me especially as I have only had chance to carry out one check. I certainly wasn't saying or doubting that speeding occurs and had not had the opportunity to come along at other 'peak' times.

I will try and visit again but will ring beforehand".

May

Speed camera was in the village on Friday 12 May 2017

**Rural Communities Programme**

An invitation was sent to Wychavon District Council for attendance at the Annual Parish meeting regarding the Rural Communities Programme. Apologies were received however it is the intention to consider putting on an event for parishes later in the year so that might be a better way forward.

**Wychavon Parish Games**

Information forwarded to Denise McGowan who organises and assists with the Group Leaders.

- I am writing to invite you to join us again in this year's Parish Games.
- Rules and entry form will be sent out to your Parish Organiser – Denise McGowan - before Easter. The closing date for entries is 15<sup>th</sup> June 2017.
- Thanks to our generous sponsors, we are able to keep the entry fee at £6.00 per event, with a maximum fee of £60.00 for those Parishes entering 10 or more events. There is also a £9.00 peg fee for the Angling.

Acknowledgement from Denise

Quotes, "I have been acting 'middle-man' passing on information to anyone wishing to participate. Unfortunately, interest seems to have dwindled. the darts team, then the skittles declined. I will however, give it a try and get back to you".

**Highways**

**Drainage / flooding issues** - Wednesday 29 March – Clerk met with Highways to discuss several drainage and highway issues and potential projects/solutions to these matters.

Update: 11 April – The contractor is due to start the full survey of Birlingham today.

24 April – saw Scott and Dan and viewed areas around Woodfield House and farm

4 May update from highways

Birlingham Parish Council May 2017

*As soon as the report comes back I'll get an outline scheme drawn up and planned and let you know the details etc*

*Contractors have 1-2 days left to do and part of that will be checking the gully's and connections on the STW system on The Avenue by Birlingham House*

Email exchanges with Revills

- *Verge/corner below the farmhouse on Broadway Road where heavy vehicle has moved the soil. - the ditch needs digging to allow the water to get away. The verge needs to be 'made up' again. Investigate if some posts can be put in to protect the farm ditch but obviously not that they will obstruct the ditch maintenance. For the time being the manholes can be left; see if Highways have any intentions to improve them.*
- *End of Church Street/onto Broadway junction (above the farm). Pipe has been exposed. The ditch from the junction down to opposite the hostel will need maintenance. If works can be carried out then no 'enforcement' action will come from the Council.*
- *At some stage, Highways will liaise with James (or whoever) as improvements need to be made to the field entrance (above the Church Street junction). Aware that water comes off the field and down the road / floods the end of Church Street. An earth 'bund' is suggested to take the field water down the same side and into the ditch on the farm side.*

*Acknowledgement from Revills – Quotes "I have spoken to James and most of the problems relate to the ditches and surface water drainage. This is where Michael Porter will need to be involved as he will be the one to co-ordinate the repair/maintenance work on the areas in question. I will update you when Michael has had the chance to speak to the relevant parties".*

**Berwick Lane** – brought to the attention of the Parish Council through resident in Lower End regarding the condition of Grange Road / Berwick Lane.

The reference number for your records is 295166. Reply from Worcestershire County Council

*We have had issues with the surface of the road along Grange Road previously. Unfortunately, even the recent pothole filling with macadam was a very temporary measure of which have all but disappeared.*

*We are even more concerned about the amount of water that get sprayed against our period cottage causing damp issues inside and out in addition the cosmetics of the building being affected. I have spoken to our neighbours and they are also becoming concerned with regards the state of the road.*

*A few years ago, Lower End was resurfaced, however it terminated at the start of Grange Road. We would be very appreciative if an assessment could be made into having Grange Road and Berwick Lane resurfaced as a matter of urgency.*

*I appreciate that budgets are a factor; however, this route is long overdue for resurfacing works.*

### **Church Street / Grange Lane and Berwick Lane**

Works to commencing 19 June as informed by County Councillor Adrian Hardman

Works as notified by Worcestershire County Council indicate works commencing for Church Street for 2 days as 5 June.

Clerk is seeking further clarification on the works and timings.

## Village Green – manhole cover

Clerk to Highways  
8 April 2017

Quotes,

*"Thank you for taking the trouble to leave a telephone answer message regarding the manhole cover on the village green. I had already walked past the location at 12 noon and saw that a wheelbarrow and tape was over the cover. On inspection, I could see that the brick level had increased and that the barrow was protecting the works that had already been carried out. Since then cones and tape have been placed around the manhole.*

*The Parish Council appreciate your assistance and are grateful that the works have been actioned so quickly.*

*The ground will be levelled and hopefully the green will look tidier once again. It is a prime area in such a central vicinity and as you know the village does get many visitors.*

*Again, thank you".*

Reply: 10 April

*"Please note that the works gang have not quite completed the works and will be returning on Wednesday to do so".*

The Senior Highways Liaison Engineer at Economy and Infrastructure has been thanked.

## Parish Council Invitation to the Annual Meeting

For many years, the Parish Council has held an Annual Parish Meeting, which has been attended mainly by the Councillors and perhaps some Parishioners. In essence, it became a review of the work of the Parish Council during the previous year.

Over recent months, Councillors have discussed the need to engage more with the Community and in particular with the many organisations, clubs etc which exist in the village.

To this end at the last Parish Council meeting it was agreed that the format of the Parish Meeting should be changed and that time will be given to each organisation, club etc to make a short presentation of its aims and objectives. It has therefore been agreed with Birlingham Cricket Club that the club house will be available for an evening meeting on 10<sup>th</sup> May. Through these efforts, it is hoped that those living in this Community will understand and appreciate the range of different activities which are available on their 'doorstep'. Which may lead to them wishing to be involved.

Invitations will shortly be issued to village organisations giving them an opportunity to make a presentation, but all villagers are entitled to attend and discover what happens in our lovely village.

Sent to: IW, PCC, Friends of St James, Cricket Club, Flower & Produce, Sporting Gun Club, The Birlingham Shoot, Bell Ringers, Photography Club, Cuppa & Chat, Jubilee Committee

## Mobile Connectivity in Worcestershire

25 April

Email sent from Chloe Drinkwater, Senior Marketing and Communications Officer, Superfast Worcestershire at Worcestershire County Council

*Worcestershire County Council is seeking to improve mobile connectivity in the county. The Broadband and Connectivity Team is discussing the provision of mobile services in the county with a*

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number of key stakeholders including MBNL. MBNL are a joint venture between EE and Three, enabling a new and profitable way of working together by sharing aspects of their mobile networks. Worcestershire County Council has agreed with MBNL to assist in the hosting of an initial pair of local community sessions to discuss how we can work together to connect the community.

As a key stakeholder, you are welcome to attend. This is an opportunity to share your opinion on how we can support future network build in the county.

Date: Wednesday 3<sup>rd</sup> May at 3.30pm – 5pm or 5.30pm to 7pm  
Location: Council Chamber, County Hall, Worcester, WR5 2NP

Both meetings will take place at the Council Chamber, County Hall, Worcester, WR5 2NP.

### [PACT - \(Police and Communities Together\)](#)

West Mercia Police where local issues are discussed.

The Police and Crime Commissioner has 3 priorities for the whole area being Burglary, Vehicle Crime and Anti-Social Behaviour.

There is the Safer Neighbourhood Policing Team (SNP) and one is based in Pershore.

The PACT meetings are held approximately every 3 months for invitees when new priorities are discussed and agreed.

Chris Reynard is still representing Birlingham but it would appear that due to resources he reports that the PACT meetings seem to have come to a halt at the moment due to the unavailability of a Police Officer to attend them. Jayne McKenzie's neighbourhood watch email goes out to Lower End residents and some others at request.

### [Worcestershire CALC Training Programme 2017-2018](#)

Quotes

*"Gill Lungley is very kindly running all sessions in the timetable and we are very fortunate to have her support and knowledge. Gill holds a BA (Hons) in Business Studies, and started working for parish councils in 1991 and gaining the Cert. HE Local Policy Studies from Cheltenham and Gloucester in 1995 and a BTEC in similar subject from Worcester College. Gill has worked for one PC for 11 years, then took a break of 3 years before returning to clerking and has now worked for another 6 councils ranging in size from electorates of more than 5,000 to less than 400.*

*There is a selection of dates for each subject so you can choose which one suits you or your councillors the best. We would welcome your circulating the notice and encouraging the councillors to consider training as it is vital that everyone is updated and informed. The sessions are available to both clerks and councillors.*

*Please book your places with me by email [worcscalculator.org.uk](mailto:worcscalculator.org.uk) and I will acknowledge and confirm your booking.*

*Each session costs £25 plus VAT and you will be invoiced just before the session takes place".*

### [Thank you](#)

A thank you has been sent to Birlingham Cricket Club for the use of the clubhouse for the annual parish meeting.

### [Litter](#)

A request was sent to Revills regarding the litter on the verges, field boundaries and hedgerow litter. A reply states

*"This has all been communicated within the business, so should be dealt with.*

*We do regularly clean the roadside ditch along the front the farm, as I know in the past you have often collected a fair bit of rubbish from here. Let me know any further concerns on this".*

## Birlingham News

### Birlingham News 128 - 29 March

For the last 18 months Birlingham News has been issued according to a regular schedule, on the second and last Wednesdays of the month. We hope you have found this useful. Please note that in order to meet this deadline we need to receive your items for inclusion by the Sunday before the delivery date. All items should be sent to [news@birlingham.org](mailto:news@birlingham.org).

In this issue:

1. Friends of St James' AGM, Thursday 30th March
2. St James's Church Services – April
3. Birlingham Photography Club, Tuesday 4th April
4. Cuppa & Chat, Wednesday 5th April
5. Village Litter Pick, Sunday 9th April
6. Parish Council Report
7. Wheelie Bin Stickers
8. New Homes Bonus Application – Cricket Club
9. Annual Parish Meeting, Wednesday 10th May
10. Elections – April Deadlines
11. Birlingham Family Day, Sunday 21st May
12. Planning Applications

#### 5. Village Litter Pick, Sunday 9th April

The annual litter pick, postponed because of bad weather, will now take place on Sunday 9th April. In order to avoid clashing with the service in St James' Church, the litter pick will begin at the later-than-usual time of 2.00pm, meeting on the village green.

Please join us and help to create a tidy village. Litter-picking equipment is provided.

#### 6. Parish Council Report

At its meeting on 15th March, Birlingham Parish Council discussed a number of issues, including the following:

- A number of possible ways of dealing with speeding in the village have been investigated. Although there is more work to be done on the subject, the report of what has been considered so far is available at [www.birlingham.org/docs/speeding\\_2017\\_1.pdf](http://www.birlingham.org/docs/speeding_2017_1.pdf). Further information on wheelie-bin speed-limit stickers is given below.
- An application has been made by Birlingham Cricket Club for a grant from the New Homes Bonus for refurbishment of toilet facilities – full details below.
- This year, the Annual Parish Meeting is to be held on a different night to the Parish Council meeting. The Annual Parish Meeting will be held on Wednesday 10th May and village organisations will be invited to come and talk about what they do. More details below.
- Repairs to the Millennium Bench are progressing well and should be completed in the next few weeks.
- After ten years on the Parish Council, Steve Morris has resigned, as he will be away from the village for a while. In the interim, John Hill will take over as Acting Chairman until the Parish Council meeting in May. Details of the vacancy are given below.

## 7. Wheelie Bin Stickers

Further to the concerns expressed by parishioners about excessive speed by vehicles travelling through the village, Councillor Aston presented to the last Parish Council meeting a report regarding the various approaches that can be taken to address these concerns; further actions will follow. However, in the meantime, stickers showing '30 MPH' have been obtained and it would be useful if these could be attached to your wheelie bins so that on Tuesday/Wednesday motorists are reminded of the village speed limit.

Stickers for the green and black bins will be delivered to each household and further stickers will be available from the Clerk, June Hiden.

## 8. New Homes Bonus Application – Cricket Club

The Parish Council have received an application from Birlingham Cricket Club for £900 from the New Homes Bonus towards the cost of refurbishing the toilets in the pavilion. It is hoped that the work can be completed before the start of the cricket season.

The Parish Council is required to consult the community on all applications, so they would be pleased to hear your views before submitting the application to Wychavon District Council; please email any comments to the Clerk at [birlingham\\_clerk@yahoo.co.uk](mailto:birlingham_clerk@yahoo.co.uk).

## 9. Annual Parish Meeting, Wednesday 10th May

For many years, the Parish Council has held an Annual Parish Meeting, which has been attended mainly by the Councillors and perhaps some parishioners. In essence, it became a review of the work of the Parish Council during the previous year.

Over recent months, Councillors have discussed the need to engage more with the community and in particular with the many organisations, clubs etc. which exist in the village.

To this end, at the last Parish Council meeting it was agreed that the format of the Parish Meeting should be changed and that time will be given to each organisation, club etc. to make a short presentation of its aims and objectives. It has therefore been agreed with Birlingham Cricket Club that the clubhouse will be available for an evening meeting on Wednesday 10th May at 7.30pm. Through these efforts, it is hoped that those living in this community will understand and appreciate the range of different activities that are available on their 'doorstep', which may lead to them wishing to be involved.

Invitations will shortly be issued to village organisations giving them an opportunity to make a presentation, but all villagers are entitled to attend and discover what happens in our lovely village.

## 10. Elections – April Deadlines

Following the resignation of Steve Morris, there is now a vacancy on Birlingham Parish Council. The vacancy is being advertised for a period of 14 working days, during which electors can ask for an election to be held. The notice of the vacancy can be viewed at [www.birlingham.org/docs/pc\\_vacancy\\_2017.pdf](http://www.birlingham.org/docs/pc_vacancy_2017.pdf). If ten electors request an election in writing by Tuesday 11th April, an election will be held. Otherwise, the Parish Council will co-opt a new member at their next meeting on Wednesday 17th May.

Elections for Worcestershire County Council will be held on Thursday 4th May. The Notice of Election was published on Monday 20th March and candidate's nomination papers will need to be submitted by 4.00pm on Tuesday 4th April. Full details of the election process can be found at [www.worcestershire.gov.uk/info/20053/elections/246/county\\_council\\_elections](http://www.worcestershire.gov.uk/info/20053/elections/246/county_council_elections).

## 12. Planning Applications

The following planning application has been withdrawn:

The Manor House, Lower End: Use of land for equestrian and construction of stabling block and access – as approved under planning permission ref no. W/11/00443/CU but without compliance with condition no. 12 (to revise restrictions relating to the storage of vehicles and horse boxes). (Case No. 16/02864). Full details can be viewed on the Wychavon DC website

### [Birlingham News 129 – 12 April](#)

The Village Family Day is taking shape – details of how to get involved below.

In this issue:

1. Annual Church Meeting, Monday 24th April
2. Village Family Day, Sunday 21st May
3. Speeding Update
4. Litter Pick Thanks
5. Parish Council Vacancy
6. Email Fraud
7. Planning Applications

### 3. Speeding Update

*Paula Aston writes:*

It has been fantastic to see so many of the speed stickers delivered last week being displayed on wheelie bins around the village already. These stickers will hopefully raise awareness to both visitors and residents that speed limits apply throughout our village. Many thanks to June Hiden for the legwork in delivering the stickers to households.

Another action to take place shortly is to have a villager-manned speed gun available. I have already had several volunteers to operate this gun. If you should want to assist in this please contact me, details below.

This is just one of the ideas that the Parish Council have put into action and we have several others that we are currently investigating. A copy of my report can be found on the village website.

If you have any other ideas, require further stickers or would like a paper copy of the report please contact me on 01386 751425 or email [paston1976@gmail.com](mailto:paston1976@gmail.com),

### 4. Litter Pick Thanks

*John Hill writes:*

There was a very successful litter pick last Sunday afternoon when several villagers turn out to clean up the verges ready for the Summer months. My thanks to June Hiden for arranging things in her usual efficient manner and many thanks to all those who helped:

Margaret and Alan Barke, Jacqueline and Terry Griffin, Ann Maxwell, Daphne Hill, Ian Yates, Gemma Hiden, John Moore, Steve Diston, Carl Brassington for picking and collection of the bags

In true village style some helpers visited the Swan afterwards for a well-earned drink and to relax. Well done everyone.

### 5. Parish Council Vacancy

As no election has been requested for the current vacancy on the Parish Council, the Council will co-opt a new member at their next meeting on Wednesday 17th May.

If you would like more information on the Parish Council and its role, and how you can apply to become a councillor, please email the Clerk, June Hiden, at [birlingham\\_clerk@yahoo.co.uk](mailto:birlingham_clerk@yahoo.co.uk).

## 7. Planning Applications

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

- [Peacock Barn](#), Lower End: Application for a Lawful Development Certificate (Existing) - the use of the garden and grounds (as outlined in red on the attached plan) ancillary to the holiday let accommodation at The Pig Sty (formerly known as Peacock Cottage) in breach of condition no. 3 attached to planning permission 81/00241 (Case No. 17/00320). Awaiting decision by Wychavon District Council. Full details can be viewed on the Wychavon DC website.

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

- [Peacock Barn](#), Lower End: Two storey extension to Peacock Cottage as approved under planning permission ref no. W/15/00223/PN – but without compliance with Condition 4 (preventing the occupation as an independent dwelling) (Case No. 17/00270). **Approved**. Full details and conditions can be viewed on the Wychavon DC website. The Parish Council comments are available at [www.birlingham.org/pc\\_info/pc\\_comments\\_17\\_00270.pdf](http://www.birlingham.org/pc_info/pc_comments_17_00270.pdf).

## Birlingham News 130 – 26 April

Next month sees the County Council elections, new-format Annual Parish Meeting and Village Family Day. Details of all these events are given below.

In this issue:

1. Birlingham Photography Club, Tuesday 2nd May
2. Cuppa & Chat, Wednesday 3rd May
3. County Council Elections, Thursday 4th May
4. St James' Church Services – May
5. Annual Parish Meeting, Wednesday 10th May
6. Village Family Day, Sunday 21st May
7. Wychavon Parish Games
8. Dog Fouling
9. Planning Applications

## 3. County Council Elections, Thursday 4th May

Elections for Worcestershire County Council will be held on Thursday 4th May. There are four candidates for the Bredon Ward, which includes Birlingham. The candidates are:

- Adrian Hardman (The Conservative Party Candidate)
- Katri Hastings (Green Party)
- David Niblett (Labour Party)
- Elizabeth Turier (Liberal Democrats)

The list of candidates for all wards in the Wychavon area can be viewed at [www.birlingham.org/docs/cc\\_elections\\_2017.pdf](http://www.birlingham.org/docs/cc_elections_2017.pdf).

## 5. Annual Parish Meeting, Wednesday 10th May

*John Hill writes:*

You are reminded that this year the Annual Parish Meeting is an opportunity for you to give a presentation of the aims and objects of your village organisation and the hobby, sport or pastime it  
Birlingham Parish Council May 2017

supports. Several organisations have already agreed to take part so if you wish to be included please contact John Hill on 01386 750147 or June Hiden at [birlingham\\_clerk@yahoo.co.uk](mailto:birlingham_clerk@yahoo.co.uk).

## 7. Wychavon Parish Games

Once again, Denise McGowan has volunteered to co-ordinate Birlingham's entry in this year's Wychavon Parish Games. One-day events include Angling, Bell Boating, Bowls, Cross County, Five-a-side, Petanque, Rounders and Junior and Senior Table Tennis. Dates for the one-day events are given at [www.birlingham.org/docs/pg\\_2017\\_dates.pdf](http://www.birlingham.org/docs/pg_2017_dates.pdf).

The other events are league events, which are played throughout the summer. These include Crib, Darts, Dominoes, Pool and Skittles.

If you would like to join one of the teams, or can organise a specific team, please contact Denise on 01386 750443.

## 8. Dog Fouling

We are still receiving complaints about dog fouling in the village. Not only does this create an unhealthy and unclean environment, it is also an offence and dog owners can be fined if they do not clean up after their dogs. Full details are available at <http://www.worcsregservices.gov.uk/dog-service/dog-fouling.aspx>.

We would like to keep our roads and footpaths clean and pleasant to walk on, so if you see anyone's dog making a mess, please remind their owners to clean it up. There are waste bins in the village that can be used and these are emptied regularly.

Dog services (including the dog warden), pest control, pollution control, trading standards and other services in the county are now operated by a single body, Worcestershire Regulatory Services, set up by the seven local authorities in Worcestershire. For more information, go to <http://www.worcsregservices.gov.uk>.

## 9. Planning Applications

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

- [The Manor House](#), Lower End: Change of use of stable block for mixed use purposes (Case No. 17/00685). Awaiting decision by Wychavon District Council. (Consultation period ends on 18th May)

### [Birlingham News 131 – 10 May](#)

The new-format Annual Parish Meeting takes place tonight (10th May) at the Cricket Club. Come along and find out about our village organisations – full details below.

In this issue:

1. Annual Parish Meeting, Wednesday 10th May
2. Parish Council Meeting, Wednesday 17th May
3. Village Family Day, Sunday 21st May
4. County Council Election Results
5. Church Street Roadworks
6. New Homes Bonus Application – Flower & Produce Show
7. Thefts of Lead from Church Roofs
8. Planning Applications

### [1. Annual Parish Meeting, Wednesday 10th May](#)

*John Hill writes:*

Birlingham Parish Council May 2017

The Annual Parish Meeting will be held tonight (Wednesday 10th May) at the Cricket Club, starting at 7.30 pm. All are invited to this new-format meeting when representatives of several village clubs/organisations will give a short presentation of what they do and in particular how villagers can get involved.

Why not come along – entrance is free and the bar will be open, and you might hear some interesting facts.

## 2. Parish Council Meeting, Wednesday 17th May

The next meeting of Birlingham Parish Council takes place on Wednesday 17th May at 7.00pm in Birlingham Village Hall. This is another opportunity to have your say on local issues, so please come along.

## 4. County Council Election Results

At the County Council elections last Thursday, Councillor Adrian Hardman was re-elected for the Bredon ward, which includes Birlingham. The result for the ward was as follows:

- Adrian Hardman (Conservative Party): 2371 (72.2%)
- Elizabeth Turier (Liberal Democrats): 465 (14.2%)
- David Niblett (Labour Party): 236 (7.2%)
- Katri Hastings (Green Party): 212 (6.5%)

## 5. Church Street Roadworks

The County Council will tomorrow publish the official notice for the closure of Church Street for roadworks. The road is to be closed for its full length as far as its junction with Shorthill. The work is planned to take two days but the Parish Council are currently unsure what work is to be carried out, which part of Church Street is affected or when in June the work will be done. The Parish Council will update you as soon as they supply more details.

## 6. New Homes Bonus Application – Flower & Produce Show

The Parish Council has received an application from Birlingham Flower & Produce Show for £400 from the New Homes Bonus towards the purchase of a new marquee for the Show. The marquee would also be available for other events at the Cricket Club.

The Parish Council is required to consult the community on all applications, so they would be pleased to hear your views before submitting the application to Wychavon District Council; please email any comments to the Clerk

## 7. Thefts of Lead from Church Roofs

*Ann Maxwell writes:*

We have received a communication from West Mercia Police to highlight a large number of incidents involving the theft of lead from church roofs in Worcestershire. There is a significant investigation ongoing. The police have asked us to pass on the following message:

“Please could all of the churches in the Worcestershire area of the diocese ask their parishioners and local neighbours to call in and report any unknown vehicles to West Mercia Police on telephone number 101. If the log number OIS 377s - 050517 is quoted it will ensure that the information gets to the investigators immediately. If a theft is in progress please ask that 999 is called and where possible vehicle descriptions and person details are recorded.”

## 8. Planning Applications

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

**Peacock Farm**, Lower End: Demolition of wall 1.6 mts high adjacent to highway (Case No. 17/00842). Awaiting decision by Wychavon District Council. (Consultation period ends on 1st June.) Full details can be viewed on the Wychavon DC website.

Birlingham Parish Council May 2017