



Present: Cllr. Knight (Chairman), Cllr. Eden, Cllr. Andrew, Cllr. Goodman, Cllr. T Nott, Cllr. A Jukes, J. Gibson, Cllr. Eberlin arrived late at 7.45pm during Matters Arising giving her apologies for lateness due to zoom connection problems.

In Attendance: (Carole Hirst) Clerk. 1 member of the public

The Meeting closed at 8:51 pm.

Minute Reference	
348	Apologies. Cllr. Ballard (caught up supporting an RTA which meant he was not home to connect to zoom), WCC Cllr. Dr Pollock, MHDC Cllr. P. Cumming.
349	Declarations of Interest: Cllr. Eberlin declared a Disclosable Pecuniary Interest in Minute reference 358. The land in question where a section of culvert runs from the field causing the flooding is owned by Cllr. Eberlin. Cllr. Eberlin left the meeting for the discussion.
350	Democratic Period/ Public Time – No questions raised.
351	The Minutes Cllr. Goodman Proposed and Seconded by Cllr. Eden that the Minutes were a true record, and all agreed to adopt the minutes of the meeting held on the 16 th September 2020. The Chairman duly signed them as a true record.
352	Matters Arising <ul style="list-style-type: none"> • Car Parking and Hedges- Review to see whether a letter is necessary. Cllr. Knight discussed whether a letter would be required to all local parishioners. It was decided to tackle the issue by producing a leaflet that would be used by Councillors and local properties affected to put the leaflet under the wiper blades on cars that park on pavements. Cllr. Goodman agreed to design a leaflet. The Clerk agreed to forward the Parish Council logo to use on the leaflet. • Response to Briefing Note on the Planning Reforms Consultations – Cllr. Knight suggested that Cllr. Eden take the lead on the response with Cllr. Knight's involvement following the MHDC response being circulated to the PC from Holly Jones. The response from MHDC is due to arrive on Friday 16th October and if not received by then the Clerk to chase Holly Jones. Once a response has been drafted it would be circulated to all Councillors for comment before it is submitted. Cllr. Eden reiterated that the timetable for this was tight. • Suffolk Lane damaged hedge – Cllr. Ballard was not available to give an update.
353	County and District Councillor Reports Cllr. Cumming MHDC Report circulated prior to the meeting attached as Appendix 1. Cllr. Pollock WCC Report circulated prior to the meeting attached as Appendix 2.
354	Correspondence <ul style="list-style-type: none"> • 17/9/20- Information on Grant Funding as Part of the Public-Sector Energy Efficiency Programme Worcestershire County Council. Cllr. Andrew



attended the webinar on this and had produced a report which she agreed to circulate.

- **17/9/20- Worcestershire County Council and Police and Crime Commissioner elections on 6 May 2021 stakeholder enquiry. Noted.**
- **18/9/20- letter regarding footpaths/walkways within the Parish.** The Clerk forwarded the correspondence to WCC Highways and Footpaths Dept and replied to the letter received. **Noted.**
- **23/9/20- Worcestershire Councils’ Draft Response to the Changes to the Current Planning System Consultation.** Noted.
- **28/9/20- MHDC- Response to the Standard Housing Methodology. Consultation- The consultation on the White Paper closes on 29th October 2020 and more information will be provide on this at the online parish and town council briefing covering the SWDP Review on 7th October 2020.** Noted.
- **28/9/20- West Mercia PNN- Autumn Newsletter.** Noted.
- **2/10/20- Parishioner correspondence re low overhanging trees from Rosedale requiring attention to enable pedestrians to use the footpath.** Cllr. Andrew reported that since this report was received it had been cut back although it was still a little low.
- **7/10/20- Police and Crime Commissioner Survey-**
www.surveygizmo.eu/s3/90277140/your-voice
Cllr. Knight reported that the response had been submitted.

355 Finance

a) **Bank Reconciliation as of 4th October 2020** was circulated and agreed that the accounts were reconciled. **Noted.**

b) **Receipts, Payments up to 14th October 2020.**

<u>Payments list October 14th 2020</u>		
Carole Hirst Salary to 5th Oct 20 with back pay from NALC pay increase		£ 447.20
HMRC Payment to 5th Oct 20		£ 111.80
Carole Hirst expenses to Oct 14th 20		£ 24.45
In2Out- Lengthsman Sept		£ 210.00
DJN Planning Ltd		£ 1,260.00
		£ 2,053.45
<u>RECEIPTS upto October 14th not previously reported</u>		
MHDC Precept 2		£ 5,071.50
TOTAL RECEIPTS		£ 5,071.50



	<p>Following an explanation email to the Finance Committee regarding the invoice from DJN Planning ltd in that there was expenditure of £280 that was not covered by the NDP grant. Cllr. Andrew Proposed and Cllr. Goodman Seconded that the payment of £1620.00 be approved with the £280 required coming from the Council's contingency reserves. All in favour.</p> <p>Cllr. Eden Proposed and Cllr. Gibson Seconded that all the above payments for the period up to 14th October be Approved, and Receipts noted. All in favour.</p> <p>c) Budget Monitoring Report for October approval. On the 6th October 2020 there was £27,508.71 in the bank. Noted.</p>
<p>356</p>	<p>Planning</p> <p>16/00816/OUT- Land at Walshes Farm, Clows Top Road, Abberley- Outline application for a residential development of up to 26 dwellings with all matters reserved except for access. New documents uploaded. https://plan.malvern hills.gov.uk/plandisp.aspx?recno=73540</p> <p>Cllr. Eberlin commented that whilst we were not required to provide a formal response to this information it would be worth going through the documentation to ensure that the Parish Council were up to speed. Cllr. Eberlin, Cllr. Andrew and Cllr. Knight agreed to look at this.</p> <p>20/01521/HP One Acre Cottage, Abberley- Erection of 2 bay oak framed garage - CONSULTATION to 3rd November 2020.</p> <p>Cllr. Goodman and Cllr. Nott to undertake a site visit of the property on the 15th October. Cllr. Andrew voiced concerns over the lack of detail available on the Planning Portal.</p>
<p>357</p>	<p>Progress reports from Parish Councillors:</p> <p>A). Neighbourhood Plan Working Group- Report by Cllr. Knight. Please see Appendix 3</p> <p>B) Lengthsman- Cllr. Nott – reported that the Lengthsman was up to date but that the drain on Wynniatts Way was still blocked. The Lengthsman also said that he needed to keep on top of the highway drains at present with the autumn leaf fall. Cllr. Andrew asked if Cllr. Nott could speak to the Lengthsman to ask if he could keep clear the entrances to Public Rights of Way from the Public Highway. Cllr. Knight asked if the footpath beside the Village Green into the village could be looked at by the Lengthsman and Cllr. Nott agreed to discuss these tasks with the Lengthsman.</p> <p>C) Parish Footpaths Warden- Report by Cllr. Andrew: The Clerk has kindly recorded the problems reported by letter to last month's PC meeting on the WCC site and responded to the person who wrote in.</p> <p>Unfortunately, until I have done the training, I am not allowed to undertake any remedial action such as improved waymarking or arrange for a larger scale clearance.</p> <p>I have reminded Worcestershire County Council's Footpath Officer that I still need to attend the training course as nearly 5 months have passed since my formal application for the role was received.</p>



I have spoken to the WCC footpath person this week who says that about 5 new wardens are waiting for training, but the staff have a big backlog of issues to work through and these have taken priority.

Cllr. Andrew further reported that she had dealt with a query regarding a footpath in Elbatch Wood. It was reported that a gate through had been padlocked and needed addressing. Cllr. Gibson agreed to report this to WCC Public Rights of Way Department.

D) Shavers End Quarry- Cllr. Eberlin reported that she is trying to find a contact at the Mineral Product Association for advice on using dye as a more acceptable environmental alternative to manure as a deterrent. She has reached out asking for information on this and will update the PC if she has any success.

E) Section 106 Open Space- Cllr. Ballard Nothing to report.

F) Walk/Run Routes in the Parish- 5k walking/ running routes – Cllr. Andrew and Cllr Eberlin have met to look at the possible additional circular footpath/ running route. Cllr Eberlin has run through the route and encountered similar issues to those reported to the PC by letter. They have listed areas of improvement needed. They also looked at a route linking the Manor Arms and the Bell at Pensax pubs, but the requirement may be for a route within one parish. Next steps are to speak to the MHDC officer again and arrange a site visit.

G) Broadband in Abberley- Cllr. Gibson has nothing further to report at present.

H) Climate Change – Report by Cllr. Eberlin

Cllr. Ballard and I met to discuss what steps could be taken to support Climate Change Emergency measures in our parish.

We agreed that a small steering group to progress ideas relevant to our community would be helpful and that we would approach key groups in the community to explore what help they might be interested in. Some parishes are attempting to calculate carbon footprint and we could do this... most houses will be on oil or LPG.

We thought sharing best practice via a webpage attached to the parish site would be a good starting point, if all are agreeable on the parish council. This would link to publicly available government or approved sources such as the Centre for Sustainable Energy or the government tariff sites to keep people up to date. We could also have a news item to report what people had done so others could contact them to find out about it, for example, installing renewable technology.

Some issues might be community based such as sharing lifts where bus services do not exist for bringing children back from school clubs or liaising with bus companies to improve timetables.

We think the starting point is a webpage- so if the parish council could support this, I will write something and Jack and I would approach key contacts such as the school, village hall, key interest groups.

The aim would be to act as an easy conduit to establish what the issues are, what community facilities are needed (such as EV charging points) and how renewable energy could be accessed particularly around funding, and to share best practice in the community.



	The Clerk agreed to create a website with information and links provided by Cllr. Eberlin. Cllr. Eberlin agreed to keep the information up to date to the Clerk and the Clerk to update the website.
358	<p>Councillors reports and items for future agendas.</p> <p>Flooding, Suffolk Lane. Cllr. Eberlin declared a Disclosable Pecuniary Interest and left the meeting for the duration of this item.</p> <p>Cllr. Eberlin submitted a report from WCC highways that the camera survey of Suffolk Lane states that the likely restriction in volume is in a section of culvert that runs from her field and under her neighbour's private access road for which Highways takes no responsibility despite the fact that flood waters have increased.</p> <p>Hannah Davies WCC also reports that they will not progress the improvements to the gullies and drains on the road until we have replaced/repaired the drain.</p> <p>This affects 3 residents all together.</p> <p>Cllr. Andrew agreed to replace Cllr. Eberlin on this project and also agreed to prepare a report to send to Cllr. Pollock asking if he could explain why these issues cannot be dealt with by WCC Highways. Cllr. Andrew to forward the report to the Clerk to send to Cllr. Pollock.</p> <p>Cllr. Knight reported that she had been contacted by Nora Parsons Day Centre regarding a grant. The Clerk requested that Nora Parsons Day Centre formally writes to the Clerk requesting a grant for consideration of the Council.</p>
359	Date of Next Meeting- 18th November 2020 at 7.30pm via zoom

Appendix 1 Cllr. Cumming MHDC Report

Whilst the usual meetings on planning and policy working groups continue by Zoom, there is little news to report from Malvern. The SWDP revision timetable has been put back due to the delays in getting various necessary reports done and the preparation for the Ward boundary review is continuing. The use of the recently purchased land at Hallow is still not clear, although my proposals to ensure that any future urgent business decisions are properly communicated to members was accepted. The current national proposals for the changes to housing provision cause me considerable concern and I am making my views known through appropriate channels. Specifically, the suggestion that objections to planning applications should be made at the time of preparing the Local Plan does not seem in the spirit of local democracy, as the details will not be known until the detailed proposals are presented. The new method of allocating housing would produce a substantial increase in the number required in our District whilst reducing those built in the conurbation. It would seem inevitable that this would result in substantially more housing in our villages and further exacerbate the problem of travel to work in the urban areas. Given the current problems with algorithms, it is to be hoped that this will be revised.

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Appendix 2 Cllr. Dr Pollock WCC Report.

County Matters

In the light of the national picture concerning the response to the coronavirus pandemic, the situation in Worcestershire is reasonably satisfactory. The county is in tier 1, indicating that our levels of infection are among the lowest, although Bromsgrove scores higher than other districts, in part because of its proximity to Birmingham and the amount of interchange between the two areas. Our hospitals are in good shape and we have had very few people in intensive care and very few deaths recently. Nevertheless, it is incumbent on us all to obey all the strictures pronounced by central government, even if some see illogical.

Meanwhile, the county officers are working hard to try and minimise the impact the whole pandemic has on our economy and the latest figures indicate that our number for those claiming benefits and of young people not in training, employment or education are lower than for the region and the country as a whole.

It is worth noting that traffic levels have returned to something close to the pre-Covid situation, while the use of public transport is still low. Relatively few schools have had to send children home to seek to minimise infections, and in general education has not suffered.

Work is progressing well with the new Carrington bridge on the Southern Link Road, while the Sabrina Bridge is in process of comprehensive refurbishment. Both of these works, combined with the final works in St Johns, will have an effect on traffic flows, but the end results will be worth the inconvenience.

Local Matters

In contrast with some other parts of the area, Worcestershire's roads and pavements are in good condition. That does not mean that there are no places where attention is needed, and I am pleased that recently there has been a lot of siding out in the parish, making the pavements as wide and smooth as possible.

Where this is not satisfactory, I hope you will all report the matter on the WCC website, and, if the response is inadequate, please let your liaison officer, Hannah Davies, know, and as a last resort tell me. A little discrete pressure in the right areas may prove successful.

I still have money available in my divisional fund for local good causes. Please make sure that any voluntary organisations who may have a need for a few hundred pounds are aware of this fund, as I wish it to be used in the best possible ways, to benefit those most in need.

Appendix 3 Neighbourhood Plan Update report Cllr. Knight.

Our Consultant, David Nicholson, has finished compiling the responses to comments made by public bodies and parishioners and will incorporate them in the Plan with amendments approved by the Steering Group. The feedback has been very positive both from public bodies and parishioners alike. Some comments were very helpful in refining the Plan and opinions have been accommodated where possible. We have, on advice and reflection, withdrawn the plans for the developments at Walshes'



Farm and Apostle's Oak as they are already approved. Their inclusion proved to be somewhat confusing for people and gave rise to the idea that we would have an influence that does not exist in actuality. Expectations of what is possible have to be carefully managed. Normal practice would not usually include developments so far advanced in the planning process. Thus, they were regarded as having a very limited shelf life. Policy ABY11 along with the Design Guide will inform any future developer should the sites go back to the drawing board.

However, The Orchard site has been retained as this has yet to be granted any sort of permission.

The Glebe land in The Village has also been withdrawn from the Plan as it did not have the right criteria to be included as a Local Green space.

Apart from the above the amendments have been to do with generally tightening the policies. The next stages are

- Submission to Malvern of the revised Plan incorporating the changes arising with the Approval of the Parish Council
- Consultation Statement which incorporates the response log
- Basic Conditions Statement – technical document setting out how the NDP meets the statutory requirements

2) Further Consultation Reg 16 (nothing for us to do)

3) Examination

4) Return to the Parish Council with actions detailed below:

- a) Questions from the Examiner about aspects of the Plan (if we are very lucky there will not be any but apparently that is getting rarer and rarer)
- b) Fact checking – can be done either by the Parish or by David depending on the knowledge required to answer them
- c) Preparation of the revised Plan for the Referendum (David will need to do this)
- d) Referendum – prepared by Malvern District Council

If all goes well, we may see it become statutory in March/ April 2021.

Cllr. Eden asked what the timetable was for applying for the additional grant. Cllr. Andrew reported that once submitted the turn around was quite quick. Cllr. Knight agreed to enquire.