

Sedgeberrow Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Betteridge Room, Sedgeberrow Village Hall on Wednesday 10th July 2019

Present: Councillors: Cllr Kearsey (Chairman), M Pratt (left at 21:20), R Hunt, J Westmacott, H Snow, C Jackson

In Attendance: Donna Bowles, Clerk, County Councillor Eyre (19:45)

Also in attendance: 1 members of the public.

1	Apologies for absence: Cllr Sue Morris. Cllr Clive Jackson was welcomed as the new Co-Opted Councillor and signed his Declaration of Acceptance of Office, witnessed by the Clerk.
2	Register of Interests: Members were reminded of the need to keep their register of interests up to date Declaration of Interests: Members were asked to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Councillors with a disclosable pecuniary interest are required to leave the room for the relevant agenda item. a) Pecuniary Interests. Members were asked to declare any other disclosable interests in items on the Agenda and their nature. Other Disclosable Interests. None.
3	Acceptance of Minutes: The minutes of the Annual Council Meeting held on Wednesday 8 th May 2019 at The Betteridge Room, Sedgeberrow Village Hall were agreed to be a true record of the meeting and signed by the Chairman. The minutes of the Ordinary Parish Council Meeting held on Wednesday 8 th May 2019 at The Betteridge Room, Sedgeberrow Village Hall were agreed to be a true record of the meeting and signed by the Chairman.
4	Open Forum: The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed. Reports were received from: a) Police – There were no crimes reported between 5.6.19 & 5.7.19 b) County Councillor Eyre – no report provided. c) District Councillor Mackison was not in attendance, did not respond to invite to meeting and had not sent a report. d) Mike Parker provided a report via email regarding SeSaME (Appendix B). No questions were raised regarding this.
5	The Chairman closed the adjournment at 19:35 hrs. The Chairman stated there has been a severe lack of contact from District Councillor Mackison despite numerous attempts. Clerk has reported this to Cllr Bradley Thomas who initially said he would look into this however there has been no further contact from him despite chasing. Cllr Pratt will email the Best Practice to The Chairman to look into. Clerk to contact local parishes to find out whether they have received any contact from District Councillor Mackison. Clerk to also contact Jack Heggarty at Wychavon and CALC for any advice regarding the way forward.
6	Clerk's Progress Report: a) Clerk has ascertained from Aidan Smyth, Archaeology and Planning Advisor that whilst there has not been a procedural change since the findings at Main St, the archaeological record has altered

	<p>which means there has been an increase in archaeological potential. Each application will be reviewed for its impact upon known and as yet unknown archaeology, this hasn't altered but the recent discoveries on Main St will mean that development in the surrounding area is likely to have an archaeological condition attached if they are in the line of any of the ditches identified.</p> <p>Noted and Closed.</p> <p>b) Clerk contacted West Midlands Ambulance Service who stated they cannot advise whether the defibrillator cabinet should be locked or not. She also contacted Community Heartbeat Trust who have failed to respond to date despite chasing. Members agreed that the cabinet should remain locked, with the code displayed on the door. Noted and Closed.</p> <p>c) Confirmation that Came & Co Insurance policy is now in place for a further 3 years. Noted and Closed.</p> <p>d) Dog fouling signs have now been received –It was decided to place 3 at Glebe Meadow at each entrance, 1 at the entrance to the Jubilee Play Area, and 1 outside the school with the last one to be decided upon at a later date. Noted and Closed.</p> <p>e) Clerk emailed Gavin Greenhow re Main St issues – he has since replied stating he has forwarded the email on to Enforcement. Await response. Clerk to monitor</p> <p>f) Clerk confirmed Cllr Hunt's details have been reported to West Midlands Ambulance Service in replacement of Chris Devereaux-Little. Noted and Closed.</p> <p>g) Clerk provided gullies map to Highways. These have been inspected – Barry Barnes, Highways has arranged for a 4 week works order to clean/jet the 2 blocked gullies on Cheltenham Rd near to the A46 junction. He has also raised an order for a blocked gully on Winchcombe Rd near The Yard. He stated all other gullies are clear however he will monitor the one outside 88 Winchcombe Rd when in the area after rain. Clerk to monitor.</p> <p>h) Clerk has received 2 quotes for the war memorial cleaning. She has also submitted a grants pre-application form to start a funding enquiry. If this is approved then a full application can be put together. Note this can take between 6 and 9 months for approval. Members unanimously decided to apply for the steps only to be cleaned, not the crucifix. Ongoing</p> <p>i) A quote has been received regarding various works around the village. To be considered under agenda item 10.</p> <p>j) Clerk has sent a letter regarding the Parish Council's proposals for the churchyard grass maintenance but to date has not received a response. Clerk to monitor.</p> <p>k) To note the 2 new proposed VAS sites have been declined as they have been unable to find a safe location in the section, Cheltenham Road to Main Street. The footway is too narrow for a new post and there isn't a long enough straight section in the road. The previously accepted VAS sites are outside 57 Winchcombe Rd (facing both directions of travel), outside 90 Winchcombe Rd (facing northbound traffic only), at the 40mp repeater sign outside 3 The Hollows (facing westbound traffic only) and a the 40mph repeater sign outside 20 Cheltenham Rd (facing eastbound traffic). Noted and Closed.</p>
7	<p>Planning Applications Considered:</p> <p>a) An application has been made to sell puddings, ice creams, soft drinks and sweets on a mobile basis for all areas of Wychavon District. Members are happy to support this. Clerk to respond accordingly.</p> <p>Planning Applications Noted:</p> <p>a) 19/00696/CLE - Certificate of Lawful use for existing use of existing buildings as a separate residential property at The Mill, The Stables Rear Of, Winchcombe Road, Sedgeberrow, WR11 7UA. Following advice from Gavin Greenhow, Planning Officer, it was decided that the Parish Council</p>

would not respond to this.
 b) **19/01080/HP** – two storey rear extension at West End Cottage, 75 Main Street, Sedgeberrow, WR11 7UE. Following email circulation to Councillors no response was sent. **Decision received stating Planning Permission Approved.**

8 Finance:

a) The Council noted the first quarterly Bank reconciliation, account balances and income and expenditure to date:

FINANCIAL STATEMENT AND CHEQUES TO BE DRAWN			
Sedgeberrow Parish Council	30.6.19	B/F	01.04.19
			26,596.88
Current Account No 21171712	3,344.81	INTEREST	5.93
Lloyds Current Account	3,991.00		
Lloyds Deposit Account	9,000.17		
Business Money Manager 11174916	10,043.27		
Evergreen Account 51398326	501.86	CREDIT	250.00
Choir Account 91376373	574.50	GRANTS	0.00
		PRECEPT	5548.00
	27,455.44	TOTAL	32,400.81
LESS AS LIST Cheque No.	27,455.44	PAYMENT	4,945.37
			27,455.44
outstanding			- 0.00

- b) The Council gave consideration and approval of the payments listed in Appendix A, with Cllrs Hunt & Westmacott signing cheques for payments.
 c) Members considered the request from Clerk to allow payment to grass cutting contractor via BACS during the months the Parish Council do not meet. This was approved by all Councillors.
 d) The Chairman signed the CIL Neighbourhood Fund Financial Statement.
 e) Members considered the request from the Evesham Volunteer Service for a request for funds and it was proposed by Cllr Pratt and seconded by Cllr Hunt to grant the sum of £100 with unanimous approval. Clerk to ask Helen Gray if she would like to speak at the Annual Assembly to promote their service, and to provide posters and brochures.

9 Correspondence Considered:

Members considered the letter from PCC Campion regarding Smartwater funding. Clerk to enquire as to costings and bring back to the next meeting.

10 Parish Assets:

- a) Cllrs Hunt & Pratt carried out the inspection of parish assets:
1. There are a number of overgrown hedges in the village – Clerk to write to homeowners regarding this.
 2. There is one step that requires re-gravelling at the entrance to the Jubilee Play Area.
 3. The large bench in the Jubilee Play Area needs cleaning.
 4. The dog bin outside the school is in poor condition – Clerk to report to Wychavon.
 5. The hedge outside the school is becoming very overgrown. Cllrs Hunt & Pratt have informed the school who will arrange for this to be cut back.
- It was decided for the checks of the parish assets to take place quarterly, emailing the Clerk with comments prior to the Parish Council meeting. The defib will remain a monthly check however

	<p>Clerk advised this should take place weekly.</p> <p>b) See Item 6h – Clerk’s progress report – for update re war memorial cleaning.</p> <p>c) Quotes were considered from Chris Hull. Members unanimously agreed for works to go ahead. It was decided not to re-varnish the school noticeboard at the present time as repairs will be taking place. It was also decided to remove the guttering on the bus shelter, although to repair the seat inside and to cut back the overhanging trees on the roof. Members have also given the go ahead for the works itemised in 10b & 10c.</p>
11	<p>Community:</p> <p>a) Members decided to consult residents on how to spend the remaining £1,318 NHB monies. Clerk to organise posters regarding this.</p> <p>b) Small grant for active parishes – it was decided not to apply at this time.</p>
12	<p>Lengthsman:</p> <p>To note works carried out and consider future works. Lengthsman has carried out the cleaning of the white gates and strimming to an excellent standard. It was decided to remove the cleaning of the gates over the next 2 months but to ask him to install the new dog fouling signs.</p>
13	<p>Neighbourhood Plan:</p> <p>Cllr Kearsey provided an update regarding this. The Steering Group would like the Parish Council to consider tendering the funding of consultants to deliver a parish plan within as short a time frame as possible to coincide with the Call for Sites review that is taking place. She advised that various meetings have taken place regarding the Neighbourhood Plan however as it is such a large job the group are not moving forward very quickly with this. The Chairman proposed that the Parish Council should obtain a grant for the Neighbourhood Plan to pursue going out to tender using Consultants in order for the Neighbourhood Plan to be completed as soon as possible. Unanimous approval. Clerk to arrange for tenders.</p>
14	<p>Sedgeberrow Community Hub:</p> <p>Cllr Morris provided the following report:</p> <p>“1. Background</p> <p>The CH project has been in existence for 4 years. The steering group has 8 members, 2 of whom are former Parish Councillors.</p> <p>The project is currently under the remit of the Community sub cttee of the Neighbourhood Development Plan Group.</p> <p>2. Current status</p> <p>Wychavon has approved the outline project (18/02077/FUL applies) which is to place a portacabin style building on Glebe Meadow for use as a community centre with Dayroom facilities for a Toddler group, meeting place for groups etc. The portacabin is being donated by a parishioner. It is also possible that we may retail a very limit stock of goods eg milk, bread and papers in due course.</p> <p>It is intended to use this Hub as a proof of concept to see if a bigger, more permanent building is required in the village for daytime use.</p> <p>The Wychavon project officer has outlined some Conditions for the planning approval, the most complicated of which is to record and measure each tree in Glebe Meadow. We have used a local arborist to start this work and will extend this task to include volunteers in the near future. Fees are also to be paid (£116).</p> <p>In my opinion communication channels between the Village Hall Cttee, the Parish Council and the Community sub-cttee of the NDP Group has been erratic and needs to be improved. I am hoping to work towards this when I join the VHC as Parish Council rep.”</p>

	Cllr Pratt updated Members to say the VHC are looking into the legalities of this and at the present time there is nothing for the Parish Council to be involved with.
15	<p>Progress Reports for Information:</p> <p>a) HGV's – County Councillor Eyre will be meeting with William Gilder to discuss the HGV issues through the village. The road tube survey is in place at present and County Councillor Eyre will provide an update from the data at the September meeting.</p> <p>b) Speeding – Members approved the spending of the £800 NHB already approved for traffic calming, the £174 received from CIL monies, along with County Councillor Eyre's grant of £1,000 towards a new VAS with remaining balance to come from Parish Council funds. Clerk to purchase.</p> <p>c) Gully Maintenance – information provided in Clerk's report, agenda item 6g. Cllr Hunt will take photos of any gullies that are blocked and inform the Clerk.</p> <p>d) Footpath Surfaces – no update</p>
16	<p>Matters Raised by Councillors:</p> <p>a) Cllr Morris sent a report stating that Sedgeberrow CofE First School was recently inspected by the Church of England Education Office and received the highest grade – Excellent – across the board.</p> <p>b) Cllr Morris also reported that Sedgeberrow has taken part in all 3 of the Parish Games events so far this year coming 7th in the bell boating, 9th in the 5-a-side football and 2nd in the cross country.</p> <p>c) Cllr Snow brought up the traffic and road issues with the Main St development. County Councillor Eyre requested that photos be taken and sent to her.</p> <p>d) County Councillor Eyre requested the Parish Council complete the Passenger Transport Strategy consultation. Cllrs Hunt & Westmacott to complete on behalf of the Parish Council.</p>
17	<p>Correspondence Noted:</p> <p>a) The minutes from the recent Sedgeberrow in Bloom meeting were noted. Cllrs Jackson & Hunt visited Pebworth as they had recently been judged for this competition. Pebworth have been twinned with Sedgeberrow in order to provide advice.</p>
18	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Council meeting will take place on Wednesday 11th September 2019 in The Betteridge Room, Sedgeberrow Village Hall at 7.15pm.</p>
19	<p>Closure of Meeting: The Chairman closed the meeting at 21:30 hrs</p>

Chairman: _____ Date: _____

APPENDIX A: FINANCE

Payments to be made			Jul-19	NET	VAT	GROSS
Date	Name	Product	Chq			
30.4.19	Came & Co	Council Inscce	BACS	568.27		568.27
25.6.19	Mrs D Bowles	Salary	SO	245.87		245.87
27.6.19	Limebridge Rural	Grasscutting	BACS	280.00	56.00	336.00
10.7.19	HMRC	Clerk Tax	11	0.60		0.60
10.7.19	Eyelid Productions	Website costs	BACS	398.00		398.00
10.7.19	Mrs D Bowles	Expenses	BACS	60.47		60.47
10.7.19	Limebridge Rural	Grasscutting	BACS	280.00	56.00	336.00
10.7.19	Wychavon Sports	Parish Games	BACS	69.00		69.00
10.7.19	CALC	Training	BACS	60.00		60.00
10.7.19	Sbw Village Hall	Hire of Hall	BACS	20.00		20.00
10.7.19	M Woody	Lengthsman Tasks	BACS			
25.7.19	Mrs D Bowles	Salary	SO	245.87		245.87
5.8.19	HMRC	Clerk Tax	12	0.60		0.60
				2208.68	112.00	2320.68

APPENDIX B : SeSaME Report

Oil Buying Club

Estimated savings achieved so far in this order year, for club members in 12 villages, are in the region of £15,700 on delivery of 309,600 litres. Information about yearly dividends due to be paid to the 12 villages involved will be available some time after the end of July.

SeSaME Community Pantry

SeSaME Community Pantry has now been available Thursdays on Main Street, after school during term time, for most of the year. It is supported by Evesham Adventure Playground Community Pantry, who that day provide a table full of “waste food,” from supermarkets destined for a hole in the ground, to be collected and brought to Sedgeberrow. Parents and schoolchildren on their way home from Sedgeberrow school and local neighbours ensure that very little of it ends up in the compost bin, all for a modest donation to Adventure Playground travel costs,

(It is estimated that 30-50% of food produced globally for human consumption is wasted and that 7.3 million tons of food is wasted every year in the UK)

Sedgeberrow Neighbourhood Plan Steering Group

The Sustainability and Environment (S & E) working group has still to report back on the actions it was asked to undertake for the next Steering Group meeting and which should be useful for future progress. Currently however it does appear that there will be no certainty about national planning policy until after the 30th October 2019, if then.

What can be certain though is that off-mains gas rural communities like Sedgeberrow, with significant reliance on the fossil fuel heating of Oil & LPG, will have to make significant changes, with the global “climate emergency” leading to radical yet eventually positive changes. Ones that enable a combination of reduced energy use, together with concentrating on local energy generation and development of “community energy,” its storage and the smart electricity grid options being pursued by Western Power.

Meanwhile it is worth reminding ourselves of what Sedgeberrow residents have s achieved in the past, whilst in partnership with the District Council and actonenergy, supported by the County Council. (*Copies of Sedgeberrow Energy Scene 2013 will be available*).