

**The Minutes of Abberley Parish Council**  
**Held at Abberley Village Committee Meeting Room at 7:30pm on 15<sup>th</sup> February, 2017**

**Present:** Cllrs Mr T Nott (Chairman), Ms K Andrew, Mr G Crompton, Mr T Eden, Mr J Gibson, Mr R Goodman, Mrs N Kedwards

**In Attendance:** County Cllr Dr K Pollock, District Cllr Mr P Cumming, Clerk

**12. Apologies.**

Mr A Juckes, Mrs C Knight (Vice Chairman)

**13. Declarations of Interest**

- a. Register of Interests: Councillors were reminded of the need to update their register of interests.
- b. Disclosure Pecuniary Interests: No pecuniary interests were declared.
- c. Other Disclosable Interests: No other disclosable interests were declared.

**14. Scheduled Adjournment (Public Question Time)**

No members of the public were present.

**15. Minutes.**

The Minutes of the Meeting held on 18<sup>th</sup> January, 2017 were approved.

**16. Progress Reports:**

- a. Neighbourhood Plan Steering Group (Cllr Andrew)  
Cllr Andrews notified the meeting that advertising for a clerical support volunteer for this project had yet to produce a suitable candidate. Discussion was conducted around the options available.
- b. Website (Cllr Crompton)  
The new website is nearing completion and will be live as soon as possible.

**17. Planning.**

- a. Malvern Hills District Council planning department has issued a response to Abberley Parish Council's complain about the removal of the coloured coding system for non-statutory site notes. The Council **agreed** that no further action is to be taken on this matter. (Appendix 1.)

**18. Highways.**

- a. The Council reviewed the Highways Report update provided by the Clerk, noting that highway report id 248515 (Flooding, Jacobs Well, Suffolk Lane) was now in the hands of the county flood team and 250909 (Abberley Common road surface) had been deferred with no new date being proposed for commencement of works. The Clerk provided County Councillor Pollock with a list of all outstanding Highway items registered with Worcestershire County Council.

Highways Report ID	Brief Description	Status
209927	Road outside Abberley Post Office. The camber/edge of this road has sunk and Councillors are extremely concerned that this may cause an accident.	Extract from report update received by Clerk On Thursday, February 2, 2017 4:07 AM Our Update (WCC): Thank you for your enquiry regarding the A443 Abberley outside the post office. That particular piece of road has been inspected and it has been temporarily made safe by our inspectors. We are currently considering it to be included in midi patching scheme next year. Thank you.

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Highways Report ID	Brief Description	Status
238649	Shrubbery obstructing footpath (Abberley Park downhill to village shop/up to junction B4202 Clows Top Road).	<p>Extract from an email (copied to the Clerk by Cllr Crompton) send from County Cllr Pollock 19.01.2017 14:26.</p> <p><i>"Hedges are the responsibility of the field owner and the County applies pressure where necessary, if the overhang is bad enough.</i></p> <p><i>County is responsible for footways (i.e. pavements. The term is in distinction from carriageways and footpaths - the latter often across fields) I have requested work to be done in Abberley and Great Witley - termed "siding out". So far little has been done and I cannot promise when it might happen.</i></p> <p><i>On narrow paths and busy roads, traffic management is needed, making the operation slow and difficult. Lengthsmen should really not work alone under these conditions. We are trialling a purpose built machine that would replace a man with a shovel and promises to speed up the work considerably. It would be nice to think it was tried out on our patch.</i></p> <p><i>I will pass on your comments and report back if I have any news."</i></p> <p>Cllr Dr Ken Pollock,  Cabinet Member Responsible for Economy, Skills and Infrastructure, Worcestershire County Council, County Hall, Spetchley Road, Worcester, WR5 2NP 0789 979 4858 01242 582025</p>
247475 and BT Openreach ID WM1ERB49	<p>Flooding, Brickyard Corner / B4202 -&gt; Pensax</p> <p>Flooding is causing a traffic problem on Brickyard Corner / Cars are going wide to avoid the puddle and now this has exposed an underground BT duct</p>	<p>Extract from report update received by Clerk Sat 28/01/2017 04:00</p> <p>Our Update (WCC):  <i>Thank you for your enquiry, an order has been placed with our term maintenance contractor to have the gullies in the vicinity of the complaint emptied and jetted.</i></p>

b. Abberley Parochial VC Primary School

Cllr Goodman outlined the damage that was occurring to the highway verges by vehicles continuing to park half on the highway and half on the verges at either end of the zig zag lines and Cllr Crompton suggested an approach that looked at changing the entrance to the Village Hall car park with the purpose of encouraging vehicle users to use the existing facilities.

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18 b. Highways (Continued).

The Clerk confirmed that Mr James Hill (Chair of Governors, Abberley Primary School) had responded to the invitation to attend the meeting with his apologies advising he would be out of the country. The Clerk observed that the timing of the council meeting unfortunately sat in the half-term holiday. The Council instructed the Clerk to reissue the invitation to the Governors and to raise a new Highways Report requesting all possible interventions be made to prevent vehicles parking on the verges outside of the school.

**19. District and County Councillors' reports**

- a. District Cllr Cummings gave his report. Malvern Hills District Council (MHDC) had put their waste service contracts out to tender and had received all tenders back. Whilst MHDC have introduced a spectrum of efficiency initiatives a shortfall of £250,000 is predicted. To cover the forecasted gap, a number of options are being considered, including changes to the manner of waste collections in the area. Councils will be kept informed as this matter progresses.
- b. County Cllr Pollock presented his report.
- The 2017/18 budget was passed by Council on 9<sup>th</sup> Feb. There will be a 2.94% rise in tax (2% specifically to provide money for adult social care).
  - Worcester Parkway station (Norton) has received ministerial approval. The anticipated operational commencement target is Winter 2018.
  - Ofsted report into Children's Services has rated the county inadequate, triggering a comprehensive programme of improvement.
  - Highway repairs across the county are underway, however the Abberley Common road works scheduled to commence on 20<sup>th</sup> February have been postponed in favour of work in Bayton with no new date for the Abberley Common work being set. Eastham Bridge work continues. The Hoobrook Link Road will be opened on 17<sup>th</sup> February, 2017.
  - Tenbury, Tesco's store will open on April 27<sup>th</sup> 2017.

**20. Finance**

- a. Payments made since previous meeting.

Minutes	Item	Description	Payee	Amount
18.01.2017	9.b.1	Hire of Village Hall by Parish Council (Sept 2016-Jan 2017 inc.)	Abberley Village Hall	£38.00
18.01.2017	9.b.2	Hire of Village Hall by Neighbourhood Plan Committee (Nov 2016 to Jan 2017 inc.)	Abberley Village Hall	£28.50
18.01.2017	9.b.3	Lengthsman Claim December 2016 (11 Hours)	Chris Jones	£132.00
18.01.2017	9.b.4	Parish Clerks Salary (06.01.2017 to 05.02.2017)	Kym Wild	£277.86
18.01.2017	9.b.5	Parish Clerk Expenses – January 2017	Kym Wild	£41.64
18.01.2017	9.b.6	Parish Clerk Reimbursement for electronic payment to HMRC in respect of PAYE Quarter Day as at January 2017 (PAYE deductions for Oct. Nov. Dec 2016)	Kym Wild	£69.60

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**20. Finance (continued)**

b. Payments received

Minutes	Item	Description	Payee	Amount
-	-	Received from Discretionary Fund, grant in respect of Defibrillator Box and costs associated with installation. Authorised by County Councillor Dr. K. Pollock	Abberley Parish Council	£534.00

c. The following payments were **agreed**

Minutes	Item	Description	Payee	Amount
15.02.2017	20.c.1	Lengthsmans Claim January 2017 (20 hours)	Chris Jones	£240.00
15.02.2017	20.c.2	Parish Clerk salary 06.02.2017 to 05.03.2017	Kym Wild	£277.86
15.02.2017	20.c.3	Parish Clerk expenses – February 2017	Kym Wild	£23.25
15.02.2017	20.c.4	Contribution towards Public Liability Insurance on the public amenity of the village green.	Village Green Committee	£400.00

**21. Councillors' reports and items for future agenda.**

- a. Litter. Cllr Nott reported that a litter pick has been undertaken by anonymous person(s). The Council instructed the Clerk to place a notice in the Abberley Parish News with their thanks.
- b. Village Hall. Cllr Goodman reported that the Village Hall Management committee has been returned to office with no changes to the previous committee. At present the committee are looking at the possibility of changes to aspects of the Hall's lighting and the provision of a motorised screen which may be mounted on the proscenium arch.
- c. Neighbourhood Watch/Safer Neighbourhood Policing Team. Cllr Kedwards reported that her new liaison is Police Sergeant 2528 Alexander Denny.
- d. Cllr Tony Eden reminded the Council that 31<sup>st</sup> March, 2017 would mark the end of the current financial year initiating both the voluntary audit processes and the formal audit inspection. As a serving Councillor, Mr Eden would no longer be acting as the voluntary auditor for the Parish Council and a volunteer, with the appropriate background and qualifications needed to be found. Cllr Nott will put the new volunteer in touch with Cllr Eden.

**22. Date of next meeting.** Wednesday 15<sup>th</sup> March, 2017 7.30pm Abberley Village Hall

SIGNED .....  
 CHAIRMAN

Date 15<sup>th</sup> March, 2017

## APPENDIX 1

### Agenda Item 17. a. Meeting Paper. Extract from email received Friday 03.02.2017 13:32

Dear Mrs Wild,

I refer to your recent enquiry regarding site notices in respect of planning applications.

I understand your concern is that because the council has stopped producing the non statutory (pink paper) site notices and is producing statutory notices all on white paper, this has raised concern locally in terms of not being able to identify planning related notices using a colour coding system.

You have mentioned safety issues and asked why parish and town councils were not given an opportunity to comment on the change. You have also asked how this decision might be reversed. I trust that is a fair summary of the concerns and questions you have asked. If you think I have misunderstood anything please let me know as soon as possible.

It may be helpful if I explain the background to the change that has been made. Malvern Hills District Council and Wychavon District Council have jointly procured a new back office computer system which is used to generate site notices and handle planning application generally. As part of the decision to jointly procure this system, the council has decided to harmonise back office processes and procedures between the two councils to achieve efficiencies and to support future joint working within planning services particularly the administrative processes. Although I understand that the "pink" non statutory site notices can be helpful at times, MHDC continues to circulate weekly lists of planning applications received, to parish and town councils and others and this is by far the best way to identify when planning applications have been received for a particular parish or ward. An applicant has never been required by law to put up the pink notice and therefore it is was never a completely reliable way of identifying when an application has been made.

With regard to the statutory site notices, some of these have been produced on white paper for some considerable time e.g site notices relating to listed buildings, so the issue you raise about differentiating these notices from other non planning notices such as those for jumble sales, would presumably have always been an issue. Statutory site notices will continue to be displayed by planning officers and the issue of safety is as much of an issue for them as it is for local residents and members of the parish and town councils. I will however ask the officers to carefully consider safety when deciding exactly where to put up the statutory site notices.

The decision to stop producing the pink non statutory site notices has been agreed with the district council's planning chairmans group, for the reasons I have explained above and the council's notification policy has been amended. It was not considered in this case that consultation was necessary however an explanation was provided shortly before the change was implemented. The district council does not intend to reverse that decision.

Kind regards

Duncan Rudge

**Duncan Rudge, BA (Hons) Dip TP, Dip. Man, MRTPI, AssocRICS**  
**Planning Services Manager**



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