

The Minutes of Abberley Parish Council  
Held at Abberley Village Hall Committee Meeting Room at 7.30pm on Wednesday 20 March 2019

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Present: Cllr C Knight (Chairman), Cllr A Jukes, Cllr. G Crompton, Cllr T Eden, Cllr J Gibson, Cllr K Andrew, Cllr T Nott.

In Attendance: District Cllr P Cumming, Clerk (Carole Hirst).

- | Item |                                |  |
|------|--------------------------------|--|
| 138  | Apologies                      | Apologies were received from Cllr R Goodman and County Cllr. Dr. K Pollock.  |
| 139  | Declarations of Interest       | None   |
| 140  | Democratic Period/ Public Time | No Parishioners were in attendance.  |
| 141  | Minutes                        | Proposed Cllr T Eden and Seconded by Cllr. J Gibson and all agreed to adopt the minutes of the meeting held on the 20 <sup>th</sup> February 2019. The Chairman duly signed them as a true record.   |
| 142  | Matters Arising                | <ol style="list-style-type: none"><li>1. Clerk ascertained that the existing website invoice was due on 27<sup>th</sup> April 2019. A letter was written to Upperbridge to give formal notice to terminate the contract for the website on 1<sup>st</sup> May 2019. <i>Action: The Clerk to write to Upperbridge thanking him for his services over the past years.</i></li><li>2. <b>19/00011/CLE-</b> Highfields, Stanford Road, Great Witley, Worcester, WR6 6JG- The Clerk sent the Planning Consultation response.</li><li>3. Pollution in Suffolk Lane and main village area. Chris Clare from the E.A. has had conversations recently with the original reporter of the issue. He has not been made aware of further problems, however he has been told that the existing problem (i.e. Discoloured / polluted brook on Suffolk Lane) is still not rectified. Residents were asked to undertake assessments of their own systems in the first instance. He will now be looking to undertake visits to the area to speak directly with residents. He will also need to gain permission to access private land to undertake any assessments and attempt to trace the source of the issue. Chris commented that "unfortunately, from experience, these types of issues do take time to resolve but I will continue to apply pressure to get to the bottom of it." <i>Action: Clerk to obtain a further update before the next Parish Council meeting.</i></li><li>4. Cllr. Andrew reported that on the Clows Top Rd a tree had fallen onto an iron fence which was presenting a hazard and danger on the footpath and road users to the Clows Top Rd. WCC Highways responded stating that they could not see anything constituting a hazard or requiring attention. Cllr. Andrew reported that the tree has now been removed but that there is now a damaged crash barrier which could present a hazard. <i>Action: Clerk to report the crash barrier to WCC Highways.</i></li></ol> |

Chairman.....

Date.....

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5. The Clerk wrote to the Lengthsman on the 23<sup>rd</sup> February to convey the Parish Council thanks for all his hard work. The Lengthsman thanked the Parish Council for the letter.
6. The Clerk wrote to Cllr. Ning Kedwards to express the Council's thanks to Cllr. Kedwards following her recent resignation as Abberley Parish Councillor. Ning commented that she would still be involved in the local Neighbourhood Watch and Abberley Neighbourhood Development Planning Group.
7. MHDC joint community safety service is offering a series of free property security marking events across Malvern Hills and Wychavon and would like to hold one for the residents of Abberley parish. Clerk received more information which was passed to Ning Kedwards for the Neighbourhood Watch to follow up. *Action: Clerk to ask Ning if there had been any further progress.*
8. Great British Spring Clean. In 2019 it will run from 22 March to 23 April <http://www.keepbritaintidy.org/get-involved/support-our-campaigns/great-british-spring-clean>. This is being organised with Keep Britain Tidy and MHDC. Clerk obtained further details from MHDC on how they could support the Parish on this initiative. *Action: Clerk to check out the Parish Council's Public Liability Insurance to ascertain whether they would be covered to stage such an event.*
9. Cllr. Goodman reported that Hester Severne Trust which has two Parish Council trustees may be looking for a new Parish Council representative. Cllr. Goodman was not present at the meeting to give an update. *Action: Cllr. Goodman to report back to the April Parish Council meeting.*
10. Ning Edwards emailed the Parish Council re 2 Neighbourhood Watch street signs issued by National Neighbourhood Watch Scheme which need to be put up in strategic locations in the village. Councillors thought that this was a great idea and felt that perhaps a further two could be obtained. Cllr. Andrew proposed that the Parish Council organises for the two signs already obtained to be erected. Cllr. Gibson Seconded. All in favour. Due to the complexities of siting street signs it was decided to ask Ning's advice on where the signs should be located. *Action: Clerk to contact Ning Kedwards to ask her advice on erecting the signs and to see if two further signs could be obtained.*

143 Reports (District and Council Councillors)

**District Councillor Paul Cummings (MHDC)** reported that as the District Council enters pre-election purdah, reportable activity is much reduced. However, the methodology for calculating housing needs in villages is due to be discussed at the March meeting of the Executive. Indicative figures have been given to those parishes preparing neighbourhood plans, including Abberley. These figures are only one part of the story, as the policies for distribution of housing throughout the District could result in higher levels of development, than required by village need. Cllr. Cumming will of course be closely watching this, with the aim that any additional reflects a level that is acceptable to each local village.

**County Cllr Dr K Pollock (WCC) Reported: Cabinet meeting on the 14<sup>th</sup> March**  
Significant reports were given on SEND facilities and the new company Worcestershire Children First.

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At a time of stringent budgetary control, it is important that we devote the right resources to both SEND children and those in our care. I am confident that the team we now have leading the department will deliver effective care within their enhanced budget.

**Worcestershire Parkway and SLR4-** The new Worcestershire Parkway railway station continues to make progress towards completion of the work this summer and then, after the extensive and detailed “entry into service” process, the station should be fully functional by the end of the year.

**A detailed report was circulated to all Councillors prior to the meeting. Cllrs. Noted Cllr. Pollock’s report.**

- 144 **Progress reports from Councillors/ Neighbourhood Plan Working Group** Cllr K Andrew reported that after a five month wait, a draft Housing Needs Assessment (HNA) report was supplied by Aecom, the Localities Support Team of Consultants at 6.30pm on the evening of our last NP meeting. Although the draft report contains a lot of useful information pertinent to the NP, it still did not include the actual figures for Abberley. We had in the mean-time asked our own consultant David Nicholson, to look at the methodology for calculating Indicative Housing Requirement which was approved by the Joint Advisory Panel on the 26th February. These suggest that for the period 2021-2030 the IHR is 0.82% of the additional 58 dwellings to be distributed to SW rural parishes=0.47 dwellings in Abberley. And for 2031-2041 IHR is 0.82% of the additional 1781 dwellings to be distributed to SW rural parishes=14.4 dwellings. Since 22 current planning permissions are in force for the parish of Abberley, it is David Clarke’s of MHDC that the need is met by these permissions. The group has reviewed the next pieces of work required on the plan and would like to move on to stage 2. DN has provided a detailed quote for this work rather than a day rate estimate previously quoted and we are in the process of seeking permission from the grant funder to re-allocate funds from work not yet undertaken to this. We also need to report to the PC that we wish to approach the work in a slightly different order and may thus also need to cover some additional time from our consultant from funds set aside for the NP process. The NP group have also been successfully assessed for a further free piece of consultancy work on Design Guidance and have an initial phone conference call about this on 18<sup>th</sup> March. The group hope to be ready to the first of the required public consultation events in June and the village has been provisionally booked for a drop-in style event on 28<sup>th</sup> June from 5-9pm.
- Community Event/Working Group. Cllr. Gibson reported that a meeting took place at the Manor Arms Pub on the 12th March to form a steering committee and 2 working groups. It was agreed to stage two events on the 21<sup>st</sup> September. One in the afternoon where there would be stalls etc and an evening event at the Village Hall which will be a dance. A further meeting will take place in three weeks.
- Lengthsman. Cllr. Nott gave a verbal update on the Lengthsman duties over the past month. It was commented that Abberley is looking great and that everyone is very pleased with the work undertaken. The Clerk reported that the new contract from WCC Highways for Lengthsman duties 2019/20 has arrived and that the budget for this remains at the same level as 2018/19.
- Footpaths Officer Update. Cllr. Gibson gave a verbal update as Footpaths Officer. He reported that the footpaths are generally in good condition. Cllr. Andrew reported a faulty style. Cllr. Gibson

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asked Cllr. Andrew to take a picture and to mark the location on the WCC Footpaths Plan on their website. Action: *Cllr. Andrew to take a photo and send location to Cllr. Gibson for him to action.*

Cllr. Andrew asked that the Parish Council consider purchasing an interpretation Panel for Geopark. Action: *Clerk to place on the agenda for the April Parish Council meeting.*

145 Planning Tree Preservation Order reference number 631 (2019), affecting a tree at Tump House, The Village, Abberley, WR6 6BP- Formal notice of TPO placed on tree.

**19/00011/CLE-** Highfields, Stanford Road, Great Witley, Worcester, WR6 6JG- Certificate of lawfulness for the existing use of land as domestic garden. **APPROVED.**

146 Highways **Road Closure for Carriageway repairs** from its junction with B4202 Clows Top Road to its junction with C2071 the village. - **5 days commencing 25 March 2019**

147 Finance **Finance**

**(a) Payments to be authorised 20/3/19**

Payee and details	Amount
C Hirst Clerk Salary to Feb 2019	£ 295.33
HMRC Clerk Tax Feb 2019	£ 73.80
Clerk Expenses 20 Mar 2019	£ 55.03
Chris Bunn - Lengthsman Feb 19.	£ 228.00

TOTAL PAYMENTS **£ 652.16**

**Receipts since the last period of:**

£5.48 Bank Interest  
£4.94 Bank Interest  
£1,428.00 WCC Lengthsman Scheme.  
TOTAL RECEIPTS £1,438.42

Cllr. Knight Proposed that all payments be made. Seconded Cllr. Andrew. All in favour.

(b) **Informal Bank Reconciliation.** Noted with total Reserves of £25,615.24 and unallocated reserves of £8,111.86

(c) **Banking Update.** Clerk has started the process of setting up a new bank account for the Parish Council with on-line banking at Lloyds Bank.

(d) **Clerk Incremental Increase and NALC Pay Award 2019/20.** NALC Annual Salary Award which takes effect from 1<sup>st</sup> April 2019. The Clerk is due a spinal column point increase to SCP 22 (**NEW SCP 12**) and annual increase for cost of living as per NALC Pay Award Guidelines. The pay is due to increase from £10.68 per hour to £11.22 per hour. An increase of 54p per hour. This will represent an increase in annual salary from £4,429.55 to £4,667.52. This has been considered with the 2019/20 precept and budget. Cllr. Knight Proposed and Cllr. Eden Seconded that this be approved. All in favour.

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- 148 Correspondence Email 11/3/19- A443 Action Group- The Action Group commented that it seems that Highways have kicked the request for engineering works at the speed limits in our villages into the long grass and are hoping that it will go away. They would like to go ahead and arrange a meeting with the MP Harriett Baldwin to discuss the unsuccessful traffic speed reduction campaign and would like a representative from Abberley Parish Council to attend to represent Abberley Parish at the meeting. Cllr. Knight offered to represent Abberley Parish Council at an arranged meeting. *Action: Clerk to write back to the Action Group with this information and ask them to keep Cllr. Knight informed of developments.*
- Cllr. Andrew reported that she had some 30mph wheelie bin stickers for bins which could be used for bins in strategic locations within the parish.
- 149 Councillors Reports and Items for Future Agenda Cllr. Knight reported that she had recently attended a Planning Enforcement Summit. She reported that Planning Enforcement was discretionary although Conservation Areas are a different matter and that planning must be strictly adhered to in Conservation Areas. It was also reported for information that Retrospective Planning is a bona fide part of the planning process.
- Cllr. Knight further reported that from 1 April 19 MHDC will be opening their new reception building at the Council House in Avenue Road. This will result in changes to the way residents currently access face-to-face support for services provided by MHDS and WCC. For face-to-face support with planning applications or advice and Building Control will need to visit the Council House, Avenue Road, Malvern. MHDC have also increased the number of direct dial phone numbers available so residents can more easily access the relevant department rather than relying on a central switchboard.
- 150 Date of next meeting The next meeting of the Parish Council was confirmed as Wednesday 17 April 2019 at 7.30pm in the Committee Meeting Room of Abberley Village Hall.
- The meeting closed at 8.33 p.m.

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