



# CRADLEY & STORRIDGE PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 13<sup>th</sup> June 2023 at 7.30pm in the Cradley Village Hall.

## Present:

Councillors: Terry Robshaw (Chair), Ann Carver, Ian Edgar, Janita Goodwin, Wynne Harries, Colin Merker & Derek Scully.

## In Attendance:

Richard James - (Parish Clerk).  
9 x Member of the public.  
Cllr Ellie Chowns (Ward Member)

### 1. Apologies for absence.

The following apologies were received Cllr Geoffrey Fielding

### 2. Declarations of Interest and written dispensation requests.

There was no declaration of interest.

### 3. Approve the Minutes of the meeting 9<sup>th</sup> May 2023.

**Resolution** – *The minutes of meetings held on 09.05.23 were debated, under item 3 resolution, wording was added "Cllr Goodwin re-joined the meeting". Cllr Merker questioned whether Council agreed that the role of the Lengthsman Coordinator would be reviewed in 6 months, along with the other proposals made by Cllr Robshaw's that the Lengthsman / Handyman, Footpaths Officer, and any future Tree Warden would report directly to the Clerk. Council agreed that this was the case, and it would be reviewed. There were 4 spelling and grammatical amendments. The minutes were then adopted as a true record and then signed & dated by the Chair.*

### 4. Open Session.

#### Ward Member Session

Cllr Ellie Chowns addressed the meeting stating that she was no longer part of the new Cabinet on the Herefordshire Council. Her role was now of one scrutiny in areas of planning, transport, and economy to name a few.

The planning application for a motocross track at Riley Hill Farm had been refused to her and close resident's delight.

Temporary signage had been put up on Chockbury Lane, but no bollards to stop vehicles, Cllr Chowns thought the amount of time this road closure had taken was embarrassing to say the least considering that the Parish Council had paid thousands to get the work done quickly. To date it had been around 3 years,

**Q1.** A Parish Councillor asked Cllr Chowns whether she thought the Parish Council should officially complain.

- A1.** Cllr Chowns thought the Parish Council had grounds to ask for a refund.
- Q2.** A member of the public said flooding at the surgery corner was still a concern and after the heavy rain, all the temporary highway repairs had washed out and blocked the drains.
- A2.** Ellie would investigate this.
- Q3.** A resident from Storridge asked how long the traffic calming measures would take to be installed along Cowleigh Road.
- A3.** Ellie said the best person to answer these questions was the lead of the Parish Councils Highway Working Group. The lead of the group said that this was not a quick fix and many meeting had already taken place. The traffic calming measures could take another 3 or 4 months.
- Q4.** What about stopping the lorries along the Cowleigh Road as the HGV sat Nav's took the lorries down this unsuitable road.
- A4.** The lead of the Parish Councils Highway Working Group said Malvern Hill District Council who are responsible for the other end of Cowleigh Road have monitoring this road at their end and found that there was not a problem with lorries. However, the signage at each end says different things.

Public Session

- Q1.** A resident addressed the Parish Council about his planning application and the reasons he wanted to do the work and why.
- A1.** The Parish Council noted his comments.
- Q2.** A resident of Malvern Oaks passionately addressed the meeting about the surface of the roads in Pixiefields. (Copy of address will be attached to the minutes)
- A2.** Cllr Chowns said more factual evidence would be required about what was stated in the address.
- Q3.** Why was the Parish Council Highways Working Group not supporting the resurfacing of Pixiefields.
- A3.** The Parish Council Highways Working Group was looking at all aspects of highways repairs within the Parish and supports them all. But the bottom line is there were roads within the Parish worse than those at Pixiefields.

**5. Planning Applications.**

<b>Application No</b>	<b>Address</b>	<b>Permission sought</b>
<b>P231369/L</b>	Little Winthill Farm C1140 From A4103 To Worcester Cradley Herefordshire WR13 5NR	DESCRIPTION: Careful selection and thinning of the Scots pine. Removal of 50% of the western red cedar and replacement with native woodland species consisting of oak, birch, rowan, and bird cherry.

**Resolution** – *Cradley & Storridge Parish Council notes that there is insufficient detail on the application to assess it properly, but in principle would support this application in its general thrust, as we feel it could fulfil the requirements of CNDP5 (AONB). However, there should be a detailed plan submitted as to which trees exactly are to be removed and added - and where to protect the long-term status of the woodland with its Tree Preservation Order. We*

strongly suggest the Herefordshire Tree Officer requests this before considering any final approval of the application.

<b>Application No</b>	<b>Address</b>	<b>Permission sought</b>
P231396/L	Pound bridge Chapel Lane Cradley Malvern Herefordshire WR13 5HX	Demolish c.1960's style garage and erect single, self-contained, assisted living accommodation ancillary to the main building, together with covered porch/linkage to the main building. Remote workshop/store and changes to vehicular access base material

**Resolution** – Objects - *Cradley & Storrige Parish Council can support the principle of an annexe addressing flood resilience issues and the addition of assisted-living accommodation with full disabled specification to this property (but see paragraph 3 below). We are happy to support the workshop/store if it is clearly above 'normal' flooding levels and very secure to the ground, and the proposed base material for the vehicular access.*

*We recognise that many factors in the Neighbourhood Development Plan would discourage new development on this site (CNDP1, CNDP2, CNDP8), and, in addition, it lies in the Cradley Conservation Area and abuts a listed property; however, we accept that the proposal replaces an existing garage and therefore is not "new" development as such.*

*However, under CNDP9 (Design), our only reason for objecting overall is that we have considerable reservations about the imposing nature of the annexe, in particular the height (which approximately equals the height of the dormer windows of the listed cottage), and its relative nearness to it. We would urge a rethink with a reduction in the roof height and then we feel it could become more acceptable viewed from all directions, to preserve the integrity of the listed cottage in the landscape.*

*If this or a similar proposal were to be approved, then we feel it is vital for it to be formally classed as ancillary to the cottage and not capable of being sold separately, as there would be some exceptional factors in play here to justify approval, and precedents need to be avoided. We note that the applicant has offered this as part of the application in any case.*

<b>Application No</b>	<b>Address</b>	<b>Permission sought</b>
P231429/FH	5 Buryfields, Cradley Malvern Herefordshire WR13 5NG	Two storey side annex extension and two storey rear extension

**Resolution** – *Cradley & Storrige Parish Council supports this application in general as it fulfils the requirements of CNDP9 (Design) in overall appearance. However, fully opening glass doors in the upstairs of the annexe as marked in the application are not acceptable from a safety point of view; in addition, we would prefer that these double glass doors be replaced by a window that would match other windows on the front of the proposed whole building, as it is clearly visible from the public highways and surrounding land, including public footpaths.*

## 6. Financial Matters:

**Resolution** – (6.1) & (6.1.1) *Monthly Budget Monitoring – April / May was approved and signed by the chair.*

- (6.2) & (6.2.1) Bank Reconciliation – April / May was approved and signed by the chair.
- (6.3) Bank statement balance of £11,214.52 was noted.
- (6.4) Public Sector Statement of £95,000.00 was noted.
- (6.5) Internal Audit Report was Approved.
- (6.6) Annual Return Governance Statement - Section 1 was Approved.
- (6.7) Annual Return Accounting Statements - Section 2 was Approved.
- (6.8) Annual Payment Schedule was Approved.

The clerk informed the Parish Council that a payment of £94.50 had been made to Bromyard Timber and Fencing following the receipt of a statement. The purchase of the goods was approved on the 14.03.23 resolution 8.6. the clerk has asked several times for a copy invoice.

## 7. Payments:

	Payment	Net	Vat	Total
7.1	Clerks – Expenses May	220.20	1.33	221.53
7.2	Andrew Graham – Lengthsman May	510.00	0.00	510.00
7.3	Hop Pocket – Picnic Tables	753.34	150.66	904.00
7.4	Clerk Salary – June 23	As per Contract		

**Resolution** – All these payments were approved by the council.

## 8. Working Group operational Guidance.

**Resolution** – It was agreed to amend and add "Working Groups should ideally consist of 3 councillors but should be not less than 2 councillors and normally not exceed 50% minus one of the total number of Councillors on Council. No Councillor should normally be on more than 50% of the total number of working Groups".

## 9. Working Group Roles & Responsibilities

**Resolution** – 9.1 - Communications – Approved

9.2 - Employment - To add "initiate the recruitment process for any staff vacancies including recommending to Council proposed hours of work, Job description, terms & conditions of employment and Salary/SCP Range for any advertised post

9.3 – Environment – Approved

9.4 - Finance & Administration – Approved

9.5 - Highways – Approved but will be revises in time.

9.6 - Planning – to add "No gifts of any sort should be accepted from planning applicants; even cups of tea etc should be politely declined." And "Declarations are needed if the application involves any land or property close to your home, and if the application involves a close relative or friend, not just a partner. In the case of a declaration, the councillor should withdraw from consideration of that application".

9.7 – Recreation – Approved.

## 10. Lengthsman Coordinator Roles & Responsibilities.

**Resolution** – were approved but are subject to a review in 6 months.

## **11. Volunteer Roles & Responsibilities.**

**Resolution** – 11.1 - *Footpath Officers* – was amended to read "In the event of urgent/emergency work being required the Parish clerk has authority to instruct the lengthsman (plus inform the lengthsman coordinator) and/or contractor to take appropriate action to ensure the safety of walkers. Following the amendment, it was approved.

11.2 - *Tree Warden* - was amended to read "In the event of urgent/emergency work being required the Parish clerk has authority to instruct the lengthsman (plus inform the lengthsman coordinator) and/or contractor to take appropriate action to ensure the safety of parishioners or visitors". Following the amendment, it was approved.

11.3 - *Dog Bin Volunteer*. – to add "the dog bin volunteer will be supplied with PPE upon request". After this was added it was approved.

11.4 - *Clock Winder* – Cllr Merker was asked to write the Roles & Responsibilities.

11.5 - *Defib Inspectors* – to add about the ordering process and to upload information onto the WEBNOS website. Also, to remove the code number for safety reasons.

## **12. Working Group Reports**

12.1 – Former Recreation & Environment

The report was noted.

12.2 – Lengthsman Coordinator

Debate took place with regards to the painting of the old telephone box which houses the defibrillator. Debate over colour and who should do the work, also the nearby overgrown hedge was covering the back side of the box making it impossible to paint the backside.

**Resolution** – *The Parish Council agreed that the colour should remain red, the clerk would ask the lengthsman on a cost and time to do the work and to inspect, if access could be made to the back of the box.*

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12.3 – Wickstead Inspection

**Resolution** – *The Parish Council approved for Wickstead to do the inspection for 2023/24 of the play equipment in the recreation grounds.*

12.4 – Highways

The report was noted.

## **13. Task & Finish Group Dogs in Play Areas**

The lead did a verbal report saying the questionnaire and plans had now been finished and it was hoped to that it would be printed and then delivered to 105 houses in Buryfields and the Leys. The consultation is hoped to be finished by the beginning of July, with the finish document coming back to Council for the September meeting so the application can be sent to the Herefordshire Council.

**Resolution** – *The questionnaire was approved to go out for consultation. Council then approved up to £500 for printing and £50 for collection boxes.*

***Cllr Harries left the meeting at 9.45pm***

## **14. Clerk Report.**

The Clerk reported that he had received a question from the local Policing team about 3 policing priorities for the next 3 months. the Clerk presented more information about the new metal memorial bench which is going to be donated to the Parish Council. The Clerk

reported that a resident had come forward as a volunteer Tree Warden and the Chair & Vice Chair met with him earlier and felt he was very knowledgeable about trees and enthusiastic.

**Resolution** – *The Parish Council agreed 1. High visibility Policing. 2. Speeding on Bosbury Road. 3. Crime prevention. The Metal Memorial Bench was approved, and the clerk was to get the licences required for it to be installed at Finches Corner. It was agreed to offer the volunteer position of Tree Warden to the applicant. The rest of the report was noted.*

#### **15. Volunteer Day**

**Resolution** – *For the Clerk to come back with ideas for the next Parish Council meeting.*

#### **16. Articles for the Press**

- Tree Warden
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#### **17. Future Agenda items**

- Volunteer Day
- Yearly Programme
- Risk Assessment
- Length of time of Parish Council meetings.

The Chair closed the meeting at 10.05pm

Signed:

Date: 11<sup>th</sup> July 2023