

Studley Parish Council

For the health and well-being of our community as a result of the Covid-19 crisis and following the instruction of the Prime Minister's address on 23rd March 2020, all Parish Council meetings will be held remotely until further notice. Only one meeting per month will be held and this will take place on the third Tuesday of the month. Studley Parish Council will be using Zoom software to facilitate the holding of meetings. All meetings will be recorded using Zoom software

Minutes of a virtual meeting of Studley Parish Council held in the individual homes of Councillors and Parish staff, on Tuesday 16th June 2020 at 7:30pm.

1. Chairman declared the meeting open.

Present

Chair Cllrs C Summers, Vice Chair Paul Beaman, B Crow, Mrs S Redman, Mrs J Beard, Mrs S Croft, M Osborne, B Dixon, P Hencher-Serafin

In attendance

Clerk, Mrs L Gailey, Assistant Clerk Mrs L Stanton, County Cllr C Rickhards, District Cllr N Edden, P Hencher- Serafin & 1 member of public.

2. To receive apologies for absence.

Cllrs A Smith- illness, M Fox & Ms Z Tolley

3. To consider acceptance of apology

Proposed Cllrs P Beaman, seconded Mrs S Redman, voting unanimous to accept apologies from Cllrs A Smith, M Fox & Ms Z Tolley.

4. Declarations of Interest.

- **To receive declaration of interest from Councillors on items on the agenda.**
- **To receive written request for dispensation for disclosable pecuniary interest (if any)**
- **To consider any request for dispensations as appropriate.**
- Cllr B Dixon- Item- 9 – planning application 19/03500/FUL: neighbour.
- **Proposed Cllrs P Beaman, seconded Mrs S Crofts to accept declaration of interest from Cllr B Dixon.**

5. Public Forum

Mr David Smith Chair of Studley Royal British Legion has formally requested the Parish Council to consider being the sole organiser of the Annual Studley Royal British Legion Parade due to new legislation from the national Royal British Legion that local branches such as Studley Royal British Legion are not allowed to be responsible as the organiser of the Remembrance Parade.

6. Matter Arising (For Information only)

There were none

7. To pass minutes of the last meeting.

- 19th May 2020

Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting unanimous for the minutes to be signed as true record of the meetings.

8. Items for Discussions

Min: 3 To approve Annual Governance Statement 2019/20

Proposed Cllrs Mrs S Redman, seconded Mrs S Crofts, voting unanimous to approve Annual Governance Statement 2019/20

Min: 4 To approve Accounting Statement 2019/20.

Proposed Cllrs Mrs S Crofts, seconded Mrs S Redman, voting unanimous to approve Accounting Statement 2019/20

Min: 5 To review RFO Report 2019/20

Proposed Cllrs Mrs J Beard, seconded M Osborne, voting unanimous to approve review of RFO Report 2019/20.

Min: 6 To consider being the Sole Organiser of the annual Remembrance Day Parade with assistance From Studley RBL Branch.

Proposed Cllrs Mrs S Crofts, seconded B Crow that the Parish Council will be the Sole Organiser of the Annual Remembrance Day Parade with assistance from Studley RBL Branch.

Min: 7 To consider whether the Parish Council would accept responsibility for named volunteers who assist in the organisation of the Parade.

Proposed Cllrs B Crow, seconded P Beaman, voting unanimous that the Parish Council will accept responsibility for named volunteers who assist in the organisation of the Parade.

Min: 8 To consider categories and format for 2020 Parish Council Awards 2020- Cllr C Summers.

Proposed Cllrs C Summers, seconded M Osborne, voting unanimous that due to the uncertainty of the current situation of the pandemic, the following Horticultural Awards & Chairman's Awards will not be taking place this year. (2020/21)

- **Garden Frontages & Retail & Commercial**
- **Chairman's Awards- Youth, Silver Jubilee & Millennium**

The allotments awards will be able to take place as the judging is done by judges from neighbouring allotments and social distancing can be maintained.

However, our Chairman Colin Summers hopes that the PC will be able, during his term of office, to arrange an evening, to pay public tribute to Studley Isolation Support Group in recognition of the services and support they have organised for the community in the village during the Covid-19 Lockdown. The services include, but are not limited to:

- **Mobilising over 50 volunteers supporting many lonely and vulnerable people**
- **Delivering an information leaflet to every single dwelling**
- **Shopping for essentials**
- **Delivering prescriptions**
- **Supporting the Food Bank**
- **Manning a dedicated telephone**
- **Arranging a telephone call for a lonely resident just for a chat**
- **Dog walking**
- **Making clothes for premature babies**
- **Making PPE items - headbands, vizors, face shields, cloth masks, headbands, scrubs**
- **Sourcing materials for PPE items**
- **Delivering papers**
- **The list goes on**

Min: 9 Charge for replacement of Bulky Waste Permit.

The Clerk informed Council that a very large number of residents have been requesting for replacement Permits but the PC has now run out of permits. The reason for charging for the replacements is that it involves a large amount of administrative time and to cover the cost of printing.

Proposed Cllrs Mrs S Redman, seconded M Osbourne, voting unanimous to charge £10.00 to cover administration and printing cost.

9. To ratify Planning Applications determined under delegated powers to the Clerk at the Studley Parish Council Meeting on 17th March 2020

- 20/00662/FUL: Mr Steve Frampton, The Bungalow, New Road, Studley, B80 7LY
- Proposed: Amendment to detached dwelling Plot 3 of planning application 18/03589/FUL.
- **Parish Council comments: No Objection**

- 20/01159/FUL: Mr B Smith, Doric Works, Church Street, Studley
- Proposed: Demolition of engineering workshops and erection of four new houses.

- **Parish Council comments: Object based on the following reasons;**
- **Significant improvement to the first one but still has issues.**
- **The properties are described as two bed and office, but they are three bed. That requires 8 parking spaces and there are only 7.**
- **The parking does not appear to be allocated so this will cause confrontation between residents, and there are only three electric vehicle charging points.**
- **Still over development of the site.**

- 20/00960/REM: Kingslea MIA C/O ADC Ltd, Adjacent, Marlborough Works, New Road, Studley, B80 7LZ
- Proposed: Submission or Reserved Matters application for the matters of appearance, landscaping, layout, and scale, in connection with previously approved Appeal Decision APP/J3720W/18/3197487, application 17/03003/OUT for 10 dwellings (within Use Class C3) with all matters reserved with exception of access, and 2, a full application in respect of demolition and erection of a 65 bed care home (within Use Class C2)
- **Parish Council comments: Object based on the following reasons;**
- **The proposal is in a prime location for family homes which has been identified in numerous proposals over recent years as an ideal sustainable location in the middle of the village. Taking the site as a whole, this element, by its very nature, is premature as this is part of the complete site that includes the proposed Care Home. With the current climate it is highly unlikely the Care Home will go ahead, so unless and until that does get built, this development should be held, as if the Care Home does not go ahead, a far more cohesive development, that more closely aligns with the recent Housing Needs Survey and emerging Neighbourhood Plan, and the adopted Parish Plan, could be brought forward.**
- **The site is overdeveloped and consequently poorly laid out with large expanses of access roads and turning areas, with virtually no landscaping to soften the impact of masses of hard standing and roads.**
- **There is insufficient parking within the site especially as it uses tandem parking for the larger homes. With no parking allocated for visitors, or if residents need to move cars off the drive to get another one out, it will mean parking has to occur on the access road.**
- **This will create issues for HGV and bin lorries as residents will inevitably park on the access road, preventing lorries from being able to turn round forcing them to have to reverse out of the close presenting a danger to pedestrians and vehicles**
- **The entire site is surrounded by an 1800mm close boarded fence creating a cramped uninviting feeling to the site. Particularly along the length of the public footpath as the fence will create the effect of creating the feeling your entering into an unsafe "tunnel", that is unsuitable for the hundreds of school children and parents that use it every day. The Parish Council has always maintained that the public footpath should be diverted to run through the site, making it much safer for children and parents to use, and also making the homes more secure.**
- **There is no amenity space within the site, which for a development of 10 houses is unacceptable.**
- **There is a proposal for street lighting within the site but no proposal for its maintenance and upkeep. As the road is not to highways standards and therefore unadoptable, how will these be maintained?**
- **The site that this development is part of, does have flooding issues but there is no indication of how this flooding will be dealt with.**
- **Drawing 20-1009601-REM- Proposed block plan and streetscene.pdf, shows indicative street scenes that include trees in front of properties, these are located in areas where parking will occur and are directly in front of windows for inhabited rooms This will create dark and gloomy rooms and prevent residents from being able to oversee access to their homes. Whilst it is important to include landscape features, due to the over development of the site, more thought needs to be given to the layout as the proposed format is unacceptable. The**

proposal is of poor, uninteresting, cramped design that does not reflect the local style for homes in this type of development.

- **There is no indication of the proposed tenure of the houses and whether any are to be "affordable"**

- 19/03500/FUL: Mr S Sarson, 20 Castle Road, Studley
- Proposed: Timber frame motorbike store at the rear of property
- **Parish Council Comments: Following the additional plans provided by SDC the Parish Council has withdrawn their Objection to the application submitted on 20th May 2020.**
- **No Objection subject to the following conditions;**
- **To protect the amenity of neighbours and prevent over development the development rights be removed from the rest of the garden.**
- **Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting 7 for 2 abstentions to ratify planning applications determined under delegated powers to the Clerk at the Studley Parish Council Meeting on 17th March 2020.**

- To approve additional comments received from Cllr P Beaman before submission to SDC for planning application 20/00960/REM: Kingslea MIA C/O ADC Ltd, Adjacent, Marlborough Works. New Road, Studley, B80 7LZ.
- **Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting 8 for, 1 abstention to approve the following additional comments received from Cllr P Beaman to be submitted to SDC Planning;**
- **Following discussion with residents, once this development has been amended to the satisfaction of the PC, we would ask that the costs of investing the viability of a traffic modification scheme, to change sections of New Road and Church Street into one way flow, are added to any S106 agreements for the site.**
- **This is in the interest of highway safety and to reduce the danger of vehicle conflict affecting children that use this as a route to school.**

- 20/01403/COUM: Mr Nigel Poole, 4 High Street, Studley
- Proposed: Prior notification for change of use from A1 (shop) to C3 (dwelling house) under Part 3 Class M (a) and (b) including associated building operations.
- **Proposed Cllrs P Beaman, seconded Mrs S Redman, voting unanimous to have No Representation for this planning application.**

- **Planning Notification. Amended/Additional Information**
- 19/01601/FUL: Mrs Brenda Loveridge, Land Off Redditch Road, Studley.
- Proposed: Material change of use from vacant/agricultural land to residential caravan site for 2 pitches for occupation by Gypsy Traveller Family with associated hard standing, package treatment plan, utility blocks, storage sheds and dog runs. Part retrospective.
- **Proposed Cllrs P Beaman, seconded Mrs S Redman, voting 8 for, 1 abstention that the Parish Council object to this planning application based on the following reasons;**
- **The proposed change of use from vacant agricultural land to residential caravan site would be situated within the West Midlands, Green Belt where there is a presumption against inappropriate development unless very special circumstances can be demonstrated. A new residential caravan site in this location would not fall within any of the categories as outlined under saved Local Plan Policy PR.2 and as such is considered to constitute inappropriate development with no very special circumstances being submitted to justify the proposal. The residential caravan site is considered to have a harmful impact on the openness of the Green Belt and is contrary to Paragraph 89 of the NPPF and saved Local Plan Policy PR.2**
- **The site is an open countryside location outside of the settlement hierarchy as set out in Policy STR.1. The development does not constitute a sustainable form of development and**

no special circumstances have been demonstrated to justify a caravan site and associated infrastructure in this location and the development is therefore contrary to Paragraph 55 of the NPPF. The development does not constitute a sustainable form of development and the development would result in significant and demonstrate harm, which outweighs any benefits of the development having had regard to Paragraph 14 of the NPPF and the development is contrary to Paragraph 55 of the NPPF, and policies STR.1 and CTY.1 of the Local Plan Review.

- Saved Local Plan Policies DEV4 and DEV.5 requires new accesses and car park to be treated as integral elements of an overall development. In addition, proposals must ensure that the safety of all road users and pedestrians is not impaired and that enough space is provided for off road parking and turning. The application proposes an amended access on to a B Class road the B4093. The Parish Council has taken the view that the location of the site entrance is in a dangerous position. We accept there was an existing access, but as a gate to a field, is rarely used. The over intensification of the use of the access, with the likelihood that vehicles will be towing a trailer or caravan, introduces an unacceptable risk. In addition, taking the existing highway layout into account and the absence of appropriate visibility splays, the parish council raises an objection to the proposal on highway safety grounds and considers the application to be contrary to saved Local Plan Policies DEV.4 and DEV.5 and Paragraphs 35 and 39 of the NPPF.
- Policy IMP.1 of the Local Plan requires applications to be submitted with sufficient information in order to fully assess the impact of the proposal on the site and surroundings and the nature and level of likely impact which the proposed development would cause.
- The application has been submitted without an energy statement and as such the Council has been unable to fully assess the proposal from an energy conservation viewpoint in order to ascertain whether the proposal would meet the energy conservation requirements set out in saved Local Plan Policy DEV.8 and the Sustainable Low Carbon Buildings SPD. This lack of supporting information is contrary to the requirements of saved Local Plan Policy IMP.1 and associated guidance within Circular 01/2006.
- The Stratford on Avon Core Strategy identifies the separation between Studley and Redditch as strategically important, and clearly states that the gap should not be diminished. This is reiterated in the adopted Studley Parish Plan and is also a key element in the Studley Neighborhood Plan that is under development. The Parish has consistently opposed any development within the Green Belt that separates Studley from Redditch and maintains that objection with this application.
- The Parish Council is also concerned at the harm that has been done by the applicant to the natural environment without any reference to planning law. This damage must be made good and the site reinstated to its former use as agricultural land, with all development removed.
- The Parish Council accepts the need for additional Gypsy and Traveler sites within the Stratford District, but feel that a development of this type, in this location is inappropriate regardless of the use of that development and therefore the application should be refused.

11. Planning Decisions Received.

- Studley Leisure Centre, Pool Road, Studley, B80 7QU Submitted by Mr Tony Perks Stratford on Avon District Council.
- Proposed: Single storey extensions to the existing building to provide spaces for Gym, Studio, and new entrance lobby.
- **Permission with Conditions**

- 20/00440/FUL: Mr John Chapell, Garage Blocks, Archer Close, Studley
- Proposed: Demolition of garage blocks and erection of a 3 bedroomed detached house
- **Permission with Condition**

12. District, County Council & Delegate Report.

- **County Cllr C Rickhards Report**
- **Food Parcels**-The work of WCC in delivering assistance, food parcels and essential supplies continues, and this includes those who are Tier 2 category as well as those 'Shielding'.

- **Planning Application for Doric House**-WCC are not now objecting to the revised Doric Works, Church St application as they argue with the reduction to 4 units parking needs are met. Cllr Rickhards did submit an objection to this application.
- **Members Grant**-As all recipients have been notified, Cllr Rickhards can reveal those successful with Members Grants are,
 - Studley Isolation Support Group £1250
 - Studley in Bloom £500
 - Home Start Play parcels £357
 - Great Alne Cricket Club £122-71
- There will be a second round of the grant which is now available for any volunteering group to apply, the grants are available right across the division and not just in Studley Parish.
- **District Cllr Neil Edden report;**
Committee Meetings- such as planning and licensing are now no longer delegated to officers, they are being held virtually and are starting from the week commencing 22nd June 2020.
- **District Cllr P Hencher- Serafin**
- **The Travellers site**- there has been a large amount of stone going on the site, moving boundary creating more land, building concrete base on what is supposed to be a green area. They have been told that all of this will have to be removed when the planning Application goes through or refused. The planning committee is scheduled for 15th July 2020

Delegate Reports

- Update from Chair of Studley in Bloom
- Update from Chair of Studley Neighbourhood Plan
- Update from Chair of Studley Village Hall
- Reports circulated to all Councillors.
- Update SS&SC & Bungalow- Clerk to provide written report on behalf of Trustees
- Clerk informed PC that she was not able to provide a written report as she is still waiting for further information from the letting agent. So far, the letting agent has have shown 2 prospective tenants around the bungalow.

13. Correspondence & Circulation

Min: 10 Email- WALC – Reduce police presence in villages during Covid-19 situation.

▪ Circulation

Min: 11 2020- Spring- 2020 ICCM

Min: 12 Arthur Cooke- Studley War Memorial Centenary 2020

Min: 13 National Association of Local Council- Spring 2020

14. To ratify accounts payments authorised under delegated powers to the Clerk at Studley Parish Council meeting on 17th March 2020

Date	Supplier	Description	Chq no	£
2 nd June 2020				
	Stratford District Council	Annual Charge for the emptying of dog waste bins	876	134.00
	HMRC	HMRC	877	1053.64
	Warwickshire Pensions	Pensions	878	1046.45
	L. Stanton	Salary increment not included on standing order yet. (April & May)	879	57.22
	L Gailey	Salary increment not included on standing order yet. (April & May)	880	82.16
	CTKT/ Studley Lawns & Gardens	Cemetery -grass cutting 11 th & 25 th May 2020	881	690.00
	CTKT/ Studley Lawns & Gardens	Cemetery-strim- around graves & trees - 25 th May 2020		
	CTKT/ Studley Lawns & Gardens	Edge & tidy pathways & strim perimeter & keep path clear of leaves during autumn- 25 th May 2020		
	Rialtas Business Solutions Ltd	Yearend close down of accounts- 20 th May 2020	882	432.00
	Boxer Enterprises Ltd	1 months Window PC or laptop support for 5 computers	883	90.00
	Boxer Enterprises Ltd	Monthly charges for website hosting & maintenance	883	60.00
	GS Adams	To carry out street lighting maintenance for the month of May 2020	884	553.93
	David Homer	Grave digging fee for 28 th May & 29 th May 2020	885	560.00
	Studley Allotment Association	Renewal of Membership Number S2355A National Society of Allotment and Leisure Gardeners for the period 9 th June 2020- 8 th June 2021	886	255.00
	PA Janes	Monthly litter pick (May 2020) – Crooks Lane Recreational Ground.	887	400.00
	PA Janes	Litter pick at Saturday & Sunday in Pool Road car park- (May 2020)	887	80.00
	P A Janes	Empty skip at cemetery	887	140.00
	PA Janes	Remove conifers from skip and dispose of it separately making extra journey to trade waste	887	60.00
	PA Janes	Purchase combination pad lock for soil skip	887	10.00
	PA Janes	Install cradle seat to junior play area cradle swing supply by PC. (Original quotation £80.00 but fitting was not as complex gave a discount to PC for installation)	887	40.00
	J Vale	Mowing – Studley Village Hall – 3x – 12 th April, 10 th & 18 th May 2020	888	
	J Vale	Mowing—Opposite Railway Inn- 2x- 5 th & 19 th May 2020		
	J Vale	Mowing- Corbizum Close- 3x -5 th , 19 th & 28 th May 2020		

	J Vale	Mowing- Crooks Lane Recreational Ground- 27 th April, 5 th & 19 th May 2020	888	2152.00
	J Vale	Mowing – Brickyard Lane- 5 th & 19 th May 20		
	J Vale	Strimming around the perimeter of Crooks Lane Recreational ground- 12 th May 2020		
	J Vale	Strimming & hedge cutting & clearing brash Pool Road, High Street foot path & Redditch Road- 3.5 hrs		
	J Vale	Corbizum & Cloister open spaces 21 st ,22 nd , 26 th ,27 th & 28 th May 2020- clear path, clear spoils, mowing, cut hedge, edged path & clear brash.		
	J Vale	SS & SC Push mowing- 27 th April 2020		
	J Vale	SS& SSC- Ride on Mowing- 13 th May 2020		
	J Vale	SS & SC Push mowing- 13 th May 2020		
	J Vale	SS & SC Tractor mowing- 13 th May 2020		
	J Vale	Village Hall- Spraying weeds including purchasing of weed killer- 27 th May 2020		
	J Vale	Brickyard Lane- Empty Dog bin	889	800.00
	J Hobbs	SS & SC redecorating bungalow	DC	230.00
	Windsor Carpets	SS & SC- Replacement vinyl including fitting		

Proposed Cllrs C Summers, seconded Mrs S Redman, voting unanimous to ratify accounts for payments authorised under delegated powers to the Clerk at the Studley Parish Council Meeting on 17th March 2020.

15 Approve accounts for payment

Date	Supplier	Description	Chq no	£
16 th June 2020				
	WJ Robinson	Internal Audit for Studley Parish Council- 27 May 2020. 10 hours audit and report writing	890	224.00
	Limebridge Rural Services Ltd	Weed control at SS & SC	891	78.00
	Mewies Engineering Consultant Ltd	Desk Study and Ground investigation on SS&SC commission by Studley Parish Council	892	5460.00
	Duncan Lee	AVG Cloud Care full protection annual renewal for 6pcs	893	238.00
	Adrian Smith	Replace standpipe at Station Road Allotment. (Expense would be deducted from Allotment budget) <ul style="list-style-type: none"> • Provide concrete support post • Provide 2 taps and wall plate elbows and plumbfix • 2 hours of labour to source and fit tap and pipeworks 	894	89.45

	Adrian Smith	10.9 litres of unleaded fuel for Station Road Allotments mower and strimmer (Expense would be deducted from Allotment budget)	895	11.19
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Proposed Cllrs P Beaman, seconded C Summers, voting unanimous to approve accounts for payments.

16. To approve Schedule of Direct Debits for 2020/21

Name	Detail	Frequency
Information Commissioners Office	Registration fee	Annual
N Power – (changes to SSE from 1 August 2020)	Streetlight energy	Quarterly
Stratford District Council	Cemetery Rates	Monthly (10 payments)
Siemens Leasing	Photocopier rental	Quarterly
Water Plus	Water charges for 2 x Allotment sites	Twice yearly
PWLB	Loan payment for SS&SC (Commences April 2017)	Twice yearly
HMRC	PAYE & National Insurance	Monthly
Warwickshire County Council Pension Fund	Pension Contributions	Monthly
Mrs L Stanton	Salary	Monthly
Mrs L Gailey	Salary	Monthly
Biffa	Bulky Waste	Monthly
Inty Cascade	Office 365	Monthly
O2	Mobile phone for Isolation Volunteer Group	Monthly (12 month contract)

Proposed Cllrs C Summers, seconded Mrs S Redman, voting unanimous to approve schedule of direct debit for 2020/2021

19. Date of next meeting: 21st July 2020

Meeting closed at 8:45 pm