



EVESHAM TOWN COUNCIL

Minutes of the Meeting of **EVESHAM TOWN COUNCIL** held at 6.30 pm on **MONDAY 8 JULY 2019** in the Council Chamber, Town Hall, Evesham.

Those present:

Chairman: Cllr M S Goodge (Town Mayor)

Vice Chairman: Cllr Mrs S Amor (Deputy Town Mayor)

Councillors: Cllr G Bearcroft, Cllr A P Booth, Cllr P Clifford, Cllr A Dyke, Cllr R Hale, Cllr Mrs J Haines, Cllr Miss E Haynes, Cllr Mrs J Johnson, Cllr Mrs E Nishigaki, Cllr R W Raphael, Cllr Mrs M Sale, Cllr Mrs S Schaathun, Cllr Mrs J E Sandalls, Cllr Mrs C Smith, Cllr Mrs F S Smith, Cllr Mrs J Tucker, Cllr N S Tucker, Cllr B Turrell

Officers: Mr S D Carter (Town Clerk)

Ms A Jayes (Almonry Museum Manager)

Also present were Sgt E Burrows and two further officers from West Mercia Police.

43. Apologies for Absence

Apologies had been received from Councillors G Hale and P Boyd.

44. Declarations of pecuniary or other interests (if any)

Cllr R Hale declared a non-pecuniary interest in minute 53, as he is involved in the 'Growing the Vale Way' project.

Cllr Mrs F S Smith and Cllr G Bearcroft declared a non-pecuniary interest in minute 33 as they are on the localism panel at Wychavon District Council (WDC) which deals with New Homes Bonus (NHB) applications.

Cllr A Dyke declared a non-pecuniary interest in minute 51, planning applications, as he is a member of the planning committee at WDC.

Cllr A P Booth declared a non-pecuniary interest in minute 51, application (e) as he has an interest in some land adjacent to this.

45. Announcements by the Town Mayor

The Town Mayor reminded members that there was a litter pick at Battleton Brook taking place tomorrow and encouraged members to attend if they could.

46. Minutes of the Previous Meeting

The Minutes of the Town Council Meeting held on 10 June 2019 was circulated with the agenda.

It was proposed, seconded and **RESOLVED** that the minutes be adopted as a true record.

47. Committee Minutes

- a) Finance and General Purposes Committee – 17 June 2019. When presenting the minutes and with reference to minute 7, the Chairman, Cllr R W Raphael, highlighted that a condition had been placed on the grant to the River Festival requiring them to provide professional accounts before a grant would be paid, to date these had not been provided. Accordingly it was proposed and seconded and **RESOLVED** that the minutes and the recommendations contained therein be approved with the exception of minute 7, the grant for the River Festival. With regards to the River Festival it was stated that this was a fantastic event, but that year after year they provided insufficient information or accounts. It had been highlighted to the person in attendance representing the River Festival and they had agreed that accounts would be provided in order to ensure the grant would be approved but this had not happened. It was therefore proposed, seconded and **RESOLVED** that unless the accounts were provided by the end of the week (12 July) the grant would be withdrawn.

Clerk's note: the River Festival provided accounts produced by a local accountants firm before the 12 July. These were circulated to the Mayor and the Chair of the Finance Committee and both agreed that they had met the condition and the grant could be paid.

- b) Planning and Estates Committee – 24 June 2019. It was **RESOLVED** to approve the minutes including the committee recommendations therein.
- c) Personnel Committee – 2 July 2019. The Chairman, Cllr Mrs F S Smith, highlighted minute 7 and how the committee thought it was important to have a protocol on this. It was **RESOLVED** to approve the minutes including the committee recommendations therein.

48. Finance – Payments and Receipts for June 2019

Evesham Town Council's payments and receipts for the month of June 2019 were sent out with the agenda. Also attached was bank reconciliation.

It was **RESOLVED** that the Town Council payments for the month of June amounting to £55,661.50 (gross) are approved and the receipts be **NOTED**.

49. Update from West Mercia Police

Sgt Emma Burrows from West Mercia Police (WMP) updated members regarding policing in Evesham.

Sgt Burrows explained that they had run a successful operation targeting shoplifters and that three offenders were now in prison. There had been a spike in burglaries in the town and WMP had been conducting a number of overt and covert operations. Sgt Burrows encouraged people to lock windows and doors when they were not in their homes. Three crime prevention days had been held recently and had been successful in advising people about how best to secure their homes.

Sgt Burrows reported that with the onset of summer there was usually a rise in disorder in the town centre. Accordingly there they were looking to have a bigger police presence to counter this. This would also target any associated anti social behaviour in the parks, especially those

where alcohol is a factor. Jake Kibble White the town's new Safer Neighbourhood Officer was introduced to the Council, he would be leading on this.

It was commented that there was an increasing amount of parking on the pavement on Port Street which in turn caused traffic build up and was dangerous for pedestrians. Sgt Burrows responded by stating that if it was blocking the pavement then they would use their response team to try to deal with this.

The issue of two shops selling counterfeit tobacco, cigarettes and supplying drugs was highlighted despite a recent raid. Sgt Burrows confirmed that a recent raid had taken place but what had been found was not substantial. She informed members that any intelligence should be reported as if more information came in they would act.

Sgt Burrows and her team were thanked for attending. They left the meeting.

50. Almonry Update, Adoption of Policies and Request to approve works to the Electrics

Ms Ashleigh Jayes, the Almonry manager, was on hand to present her report.

Regarding the Vale of Evesham Historic Society (VEHS) Ms Jayes confirmed that since the last report they had cleared the Huddy Room except for some filing cabinets and a collection of fossils. All the taxidermy, camera collection and Wood Norton objects from the Lecture Hall had been returned as well as the majority of the photographs and pictures. The ones remaining were those that not been identified. Some of the larger pieces of furniture from the Lecture Hall, Huddy Room and from under the shelter had been returned to the Roebuck family. Almonry staff had begun to sort out and tidy up under the shelter although what is difficult to identify all the agricultural tools as they were not labelled or numbered. Many of the objects had fallen into complete disrepair and were currently stored behind the Shoemakers Shed until VEHS could identify and remove it all. Some objects from the Henry Fowler Store had also been returned with plans to continue sorting, boxing and returning objects throughout the summer as was practicable.

It was highlighted that there had been further issues with the building. A loose downpipe had caused water to flood through an exterior wall, soaking through the plaster and carpets in the back office. The downpipe has been replaced although the wooden upright beam behind it was in a serious state of rot. It was reported that recently a 5 ft. piece of cast iron guttering had fallen from the roof. This too has been replaced and the brackets repaired. The repairs have been completed by Sibbasbridge as an emergency. They have been asked to complete the other repairs to the roof, mainly to replace the missing and slipped tiles.

Ms Jayes reported that the issue with the electrics had not yet been resolved. Members may recall that quotes had been sought for a list of repairs that would make our fixed wiring system satisfactory. Since those quotes were sought a new set of regulations and recommendations had come into force. Ms Jayes stated that she had asked the original electricians to re-quote based on the new regulations and had sought additional quotations from 2 other electricians based on the Fixed Wiring Condition Report. This had proved difficult, one contractor wanted to carry out their own fixed wiring report at a cost and another was unwilling to quote.

This left only one company who had submitted a quote. It consisted of 3 quotes for various different levels of work; the most expensive includes all the new regulations as well as recommendations.

In response to a question, The Clerk explained that the Council should try and seek a minimum of three quotes in accordance with Standing Orders and Financial Regulations. However, if the Council were satisfied they could make a resolution not to abide with this and appoint a contractor, though this was for the Council to decide.

Many members were unhappy that there was only one company that had submitted a quote which meant it was impossible to compare and be sure that the Council was getting value for money. Accordingly, further quotes should be obtained before a decision as made.

Speaking in opposition to this some councillors commented that Ms Jayes had tried to get further quotes but had not been able. The work required was a priority and a further delay was not good for the building or the staff who had potentially unsafe wiring.

The suitability of the company providing the quote was also questioned. Ms Jayes stated that they had undertaken work on the Almonry previously, know the building and were suitably qualified.

There were three options quoted for. Option 1 was the most basic and would update the wiring and install surge protection devices. Option 2 would do that same and also add new 3 phase and neutral distribution boards. Option 3 was to do the same as 2 but add Arc Fault Detection devices. Option 1 was priced £11,625, option 2 £13,222 and option 3 £21,227.

It was proposed and seconded that option 3 be the one put forward. This would help protect the building and its contents.

Again, it was highlighted that to get more quotes would be preferential and good practice.

It was **RESOLVED** to go for option 3. 11 councillors voted in favour, 7 voted against, there was 1 abstention.

Clerk's note: Following the receipt of further information from a further report went to the Council on the Almonry electrics.

Ms Jayes went on to talk about Museum Accreditation. It was explained that the Almonry's accreditation, which it had held for 25 years, was up for renewal. Accreditation was a quality mark that showed that museums were working to best practice, etc. As part of the process the Council needed to review the update forward plan, the collection care and conservation policy and the access policy, all of which had been circulated with the agenda.

Following review it was **RESOLVED** to adopt the updated forward plan, collection care and conservation policy and access policy.

51. Planning Applications

- (a) 19/01410/FUL – Green Gables JKA Limited – Green Gables Business Centre, Kings Road
Demolition of the existing buildings and the erection of 76 No. 2, 3 and 4 bedroom houses together with amended access from Drakes Lea, a local area for play and associated infrastructure.
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100221>

It was **RESOLVED** to recommend that this application be refused. The Town Council considers this application to represent overdevelopment within the context of the site and the associated demand on the infrastructure and local services that it would create.

The infrastructure is not present to support the extra traffic that this development will create, constrained by the railway, the river and existing properties, with only one access in and out. The traffic in this area is already considerable and to add to it would worsen it further. In addition, it will generate increased traffic outside a school which will impact on the air quality and also have safety issues for the pupils.

There is a lack of school places to take any children that will live on the development with the local school already at capacity. Similarly the local doctor's surgery is also at capacity.

If this were to proceed then a condition should be included to create a pedestrian and cycle bridge over the adjacent river and railway to help connect it to the town and therefore encourage walking and cycling.

- (b) 19/01433/FUL – Lidl Great Britain Limited – Lidl, Broadway Road
Variation of condition 7 on planning permission 19/00241/FUL - to formalise the proposed external lighting scheme - Construction of temporary car park, with associated landscaping and trolley bays for a period of five years.
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100244>

Clerks Note:

Condition 7. Unless where required or allowed by other conditions attached to this permission/consent, the development hereby approved shall be carried out in accordance with the information(including details on the proposed materials) provided on the application form and the following plans/drawings/documents –Nicol Thomas drawing numbers 001 Rev A; 002 Rev H;Lidl drawing number LD-210-A

Reason: To define the permission

It was **RESOLVED** to recommend that this application be approved, though the lighting should be shielded from shining into neighbouring homes.

- (c) 19/01459/S106 – Fortis Living Limited – Brooklands Farm, Cheltenham Road
Deed of Variation to modify the affordable Housing terms/definitions set out in the legal agreement dated 3rd February 2017 associated with planning permission ref W/14/02525/PN for the construction of 47 dwellings and associated infrastructure.
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100270>

Given that this application was to alter the definition of a legal agreement the Council did not feel it comment. It was therefore **RESOLVED** to **NOTE** this application without making a formal comment.

- (d) 19/01214/FUL & 19/01215/LB – Mr L Bennett – Flat A 62, Port Street
Split of flat into 2no one bedroom flats: Alterations to modern stud walls, conversion of fire escape door to window: Conversion of window in 20th Century brickwork to fire escape door: Renewal of decaying plastered ceilings, upgrading of loft insulation: Renewal of internal roof gutter: General refurbishment
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100025>

It was **RESOLVED** to recommend that this application be approved subject to the usual conditions.

- (e) 19/01379/HP – Mr G Brown – Glenfall, Knowle Hill
Remodelling with higher roof and two storey side extension
<https://plan.wychavon.gov.uk/plandisp.aspx?recno=100190>

It was **RESOLVED** to recommend that this application be approved subject to the usual conditions.

52. Battleton Brook – Natural Networks Project

Circulated with the agenda was a report detailing a proposed project for Battleton Brook. The report explained that the Council last term had given its approval to apply to the Natural Networks programme for a biodiversity survey of the Battleton Brook area with a view to seeing what could be done to enhance it for wildlife and residents. This recommendation came via the Town Plan committee who offered their support as one of the plan's priorities was to 'nurture green spaces and enhance the corridors that connect to the town'.

The report explained that Battleton Brook was one of the major green spaces owned and managed by the Town Council that did not serve a practical purpose, i.e. a cemetery or garden. It was however, an area that was rich in wildlife that could be further utilised and made even better.

As a result of the Town Council's support the Clerk had applied for and was successful in getting a free biodiversity survey done. The survey was conducted by the Worcestershire Wildlife Trust who was working on the project in partnership with Worcestershire County Council. The programme itself was funded with EU money.

The report detailed the following from the Natural Networks website: *'The Natural Networks Programme is a Worcestershire-wide scheme offering grants and advice to projects which aim to create or restore wildlife-rich habitats. The Natural Networks programme is a partnership between Worcestershire County Council and the Worcestershire Wildlife Trust. The programme offers professional Biodiversity surveys carried out by our partners the Worcestershire Wildlife Trust who will assess your project site and make recommendations on how to create or enhance your land to maximise habitats for wildlife. Grants of £2,000 - £200,000 (representing 45% of the total project cost) will be available to help you carry out the recommendations suggested in the survey. The Programmes aim is to create a natural network of wildlife-rich habitats across Worcestershire that will enhance the quality of our blue and green infrastructure.'*

The biodiversity survey which detailed the recommended actions was attached to the agenda for the Council's information. The survey recommended a number of things that could be done to enhance the area including the planting of wildflowers, the installation of bat boxes, log piles etc. It also recommended involving residents so that there was a sense of ownership which in turn would reduce low level anti social behaviour.

Perhaps the biggest part of the project related to the changing of the watercourse route and the creation of some backwaters/scrapes to create different habitats. The Environment Agency had also visited the site and was supportive of the proposals and was working with all parties in order to progress this project. The report confirmed that the WDC wildlife officer, the Worcestershire Wildlife Trust and the Environment Agency had visited the site and were very supportive of the project stating that it had a lot of potential and had a very good chance of getting funding.

It was commented that this was a fantastic idea and should be supported. It was unanimously **RESOLVED** to support this project and approve a formal application for funding to the Natural Networks Programme.

53. New Homes Bonus – Projects Recommended to go to Public Consultation

Circulated with the agenda was a report detailing New Homes Bonus projects that had been received and a recommendation from the NHB Working Group as to whether they should be taken forward. The summary of each project and the recommendation as detailed as follows:

Proposer	Short description of project	Total Project Cost:	How much they have asked for	Recommended to go to public consultation
Evesham Cricket Club	Relocate Cricket Club to new ground at Cheltenham Road, Evesham.	£800,000	£36,000	Yes
Wychavon District Council	Enlighten is Evesham's Creative Lighting Trail.	£95,871	£50,000	Yes
Evesham Riverside Shopmobility	New for Old (Scooters!)	£13,600	£3,600	Yes
Transition Evesham Vale	Growing the Vale Way	£206,400	£58,000	Yes
Wallace House Community Centre	window replacements, flooring, boiler and heating improvements and changing rooms		£144,949	Yes
Bengeworth Church House (Community Hall)	Bengeworth Church House Renovation (Phase 1)	£45,000	£45,000	Yes
Prince Henry's High School Academy Trust	Improved community and disabled parking for Evesham Arts Centre and Worcestershire Cricket Centre with new Electric Vehicle Charging Points, easing local traffic congestion in the vicinity of the area.	£95,000	£47,000	Yes
The Children's Kayak Charitable Trust	Why Don't We Youth Project		£20,398	No
Avon Navigation Trust	Evesham Lock Activity Centre	£230,000	£125,000	Yes
St Andrew's CE School	Community Hub Building	£200,000	£75,000 to £100,000	Yes
Ourside Youth Association	Youth Centre Identity Project	£5,700	£5,700	No
2 nd Evesham Bengeworth Scout Group	Community Centre replacement – Briar Lea	£200,000 to £250,000	£75,000 to £100,000	No
The Vale of Evesham Civic Society	Town Centre Map Display Signing	£10,000	£10,000	Yes

Evesham Town Council	Battleton Brook Natural Networks Project	£36,000	£20,000	Yes
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The report explained that the WG worked along the lines that if the project met the criteria with a particular emphasis on legacy, then it should be passed to the next stage, this being public consultation. It was noted that the amounts requested far exceeded the amount available, however, amounts requested were secondary at this point. Further scrutiny and consideration of the amounts would be considered after the public consultation.

The narrative for each decision was reported as follows:

Evesham Cricket Club – Relocation of cricket club. The WG have recommended taking this project forward to public consultation. It proposes a whole new facility adjacent to the football club. The Council has also recently supported the Bowls Club in their application for funding for a new pavilion.

Wychavon District Council – Phase 2 of the Enlighten Project: The WG recommends that this is taken forward. It was noted that the Town Council contributed from its own finances to phase 1.

Evesham Riverside Shopmobility – New for Old Scooters: The WG recommends that this project go forward for public consultation. The criteria is proscriptive about the purchase of equipment, however, the benefit to the wider community mean a case can be made with regards to legacy and supporting the local economy.

Transition Vale Evesham – Growing the Vale Way: The WG recommended that this application go forward for public consultation, however, there was some scepticism around the cost and the impact that it will have that will have to be scrutinised going forward.

Wallace House Community Centre – General Enhancements: The WG recommended that this go forward for public consultation however it was noted that some of the elements may not meet the criteria for NHB funding and this would need to be remedied before finalising the application.

Bengeworth Church House – Renovation: The WG recommended that this go forward for public consultation however, once again, it was noted that some elements of the project would not meet the criteria and this would have to be clarified before a formal submission.

Prince Henry’s High School Academy trust – Improved parking for Arts Centre and Cricket Centre, new electrical charging points: The WG supported this project going forward to public consultation, however, there was debate as to whether this project was required, and it was noted that the school had been a recipient of funding last year, all of which would have to be further scrutinised.

The Children’s Kayak Trust – Purchas of a minibus: The WG did not support this project going forward. Whilst they appreciated the work of the trust and the idea, they were of the opinion that it does not meet the criteria for NHB funding, a second hand mini bus has limited legacy.

Avon Navigation Trust – Evesham Lock Activity Centre: The WG supported this project going forward for public consultation and deemed it appropriate to put forward for the new legacy scheme. The WG saw great potential in this project, with the opportunity to open up and utilise this part of Evesham to the general public. However, it was commented that this could be used as a vehicle to promote a business and that the Town Council should investigate partnering this scheme if it went ahead.

St Andrews C of E School – Community Hub building: The WG supported this project going to public consultation, however there would need to be a clear demonstration as to how this would benefit the wider community.

Ourside Youth Association – Youth Identity Project: The WG did not support this project going forward as it did not meet the criteria for NHB as the money was to be used for consumables and furniture. The WG commented that Our Side was a fantastic project and highlighted that they may qualify for funding through the WDC community development grant and the Town Council's own small grant scheme.

2nd Evesham Scout Group – Community Centre Replacement (Briar Lea): The WG did not recommend that this project go forward. There was insufficient information detailed in the application form for it to proceed.

The Vale of Evesham Historic Society – Town Centre Map Display Signage: The WG supported this going through to public consultation.

Evesham Town Council – Battleton Brook Natural Networks project – The WG supported this project and the positive effect this could have for both wildlife and the public.

It was **RESOLVED** to approve the recommendations made by the NHB Working Group as tabled in the table above. It was further **RESOLVED** to submit the application from the Avon Navigation Trust to the Community Legacy Grant funding stream of NHB.

54. Matters of urgency raised, for information only, at the discretion of the Town Mayor

The Town Mayor informed the Council that WDC were looking at reviewing their boundaries and that the Town Council may also want to look at theirs at the same time so it could come in line with WDC's. A report was likely to come to Council in due course.

The Town Mayor confirmed the Council that conditional planning approval had been given for the replacement flooring at the Town Hall. The main hall flooring had been approved but the proposed wood effect laminate in the stairwells and corridors would have to be changed. The Heritage Officer had stated that anything made to look like something else would not be acceptable. The project was due to start at the end of the month and the Council agreed to delegate the decision of choosing a replacement laminate style floor to the Town Mayor.

Clerk's note: In conjunction with the Heritage Office a dark blue laminate floor was chosen. The blue is the a very similar shade as the Evesham blue used in the coat of arms and had a minimal sparkle pattern for texture. This was approved by the Heritage Officer.

The meeting closed at 8.45pm

COUNCILLOR M S GOODGE
TOWN MAYOR