



EVESHAM TOWN COUNCIL
MEETING OF THE TOWN COUNCIL



Notice is hereby given that a **MEETING OF THE COUNCIL** will be held at 6.30 pm on **MONDAY 12 APRIL 2021** to which you are hereby summoned for the transaction of the business specified below.

The meeting will be held via Video Conference in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1. Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee. The public are also welcome to observe the meeting. The meeting will be held via video conferencing platform Zoom <https://us02web.zoom.us/join>. For security reasons you will need to contact the Town Clerk via email in advance of the meeting to get the meeting ID and password. Email townclerk@eveshamtowncouncil.gov.uk.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of pecuniary or other interest (if any)**
- 3. Announcements by the Town Mayor**
- 4. Minutes of the Previous Meetings**
Minutes of the meeting held on 8 March 2021 is circulated with the agenda for adoption as a true record.
- 5. Committee Minutes**
To receive the committee minutes and approve authorisation for recommendations where applicable:
 - a) Finance and General Purposes – 22 March 2021 (attached)
 - b) Planning and Estates Committee – 29 March 2021 (attached)
- 6. Finance – Payments and Receipts for March 2021**
Report attached
- 7. Voting on Council appointments to Committees and outside bodies**
Report attached

- 8. Planning Applications – To receive and consider planning applications received from Wychavon District Council since the last meeting of the Planning and Estates Committee**
- 9. Calendar of Council and Committee meetings**
Calendar of meetings for 2021/22 to follow
- 10. Reports from Council’s Representatives**
Members wishing to make a report under this item should advise the Town Clerk prior to the commencement of the meeting.
- 11. Matters of urgency raised, for information only, at the discretion of the Town Mayor**
notice of which is to be given prior to the commencement of the meeting



Stuart Carter
Town Clerk

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EVESHAM TOWN COUNCIL

Minutes of the Meeting of the **TOWN COUNCIL** held at 6.30 pm on **MONDAY 8 MARCH 2021** via the Zoom video conferencing platform and in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Those present:

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

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

Officers: Mr S D Carter (Town Clerk)

70. Apologies for Absence

Apologies were submitted on behalf of Councillors Mrs J Sandalls.

71. Declarations of pecuniary or other interest (if any)

There were no declarations of interest.

72. Announcements by the Town Mayor

The Town Mayor Cllr Mrs Amor informed members that she planned to launch a 'Covid Heroes' scheme whereby those who had gone above and beyond during the pandemic would be personally thanked by the Mayor. See minute 76.

73. Minutes of the Previous Meeting held on 8 February 2021 and the Extraordinary Meeting held on 18 February 2021

The Town Clerk had circulated with the agenda the minutes of the previous Town Council Meetings. It was moved seconded and **RESOLVED** that the minutes for the Council meeting held 8 February 2021 and the Extraordinary Meeting held 18 February 2021 be approved and adopted as a true record.

74. Committee Minutes

The Town Clerk had circulated with the agenda the minutes of the following committees:

- a) **Planning and Estates Committee held on 22 February 2021.** It was moved seconded and **RESOLVED** that the minutes and the recommendations contained therein be approved.
- b) **Town Plan Committee held on 1 March 2021.** It was moved seconded and **RESOLVED** that the minutes and the recommendations contained therein be approved.

75. Finance – Payments and Receipts for February 2021

The Town Clerk had circulated with the agenda details of the income and expenditure of the Council for the month of February 2021. Also attached were the bank reconciliation reports. The payments had been approved by the Chairmen of the Committees in line with the scheme of delegation.

In response to a question about a payment for Almonry laser scan, the Clerk confirmed that this was part of the surveys of the Almonry and that the Almonry manager had successfully applied for funding to cover the costs of these scans.

With regards to a question about two payments to Wallace House it as confirmed that one was for New Homes Bonus Funding from WDC, and the other was payment of a grant which they had successfully applied for from the Council grants scheme last year and that they had recently requested following completion of works to the lift.

It was moved seconded and **RESOLVED** that the receipts and payments and bank reconciliation for February 2021 be approved.

76. Covid Heroes

The Town Mayor introduced a report on her Covid Heroes project. The Mayor explained that she wanted to mark the pandemic and all the people that had played their part in it, whether it was small or large.

With this in mind, the Mayor stated that she was going to launch Covid Heroes, in recognition of all those in Evesham who had played their part. The idea behind this was that it was inclusive and therefore anybody who was nominated would receive a specially commissioned pin badge and letter from the Mayor.

The Mayor was keen to emphasise that this was not a competition comparing peoples' efforts but about recognising the many people had played their role, from neighbours doing shopping on behalf of their more vulnerable neighbours, to those on the front line and this was a small thank you to them.

The only criteria were that you could not nominate yourself and the nominee must live in Evesham, and/or the deed for which they were being nominated took place in Evesham. Anybody nominated would receive a letter and pin badge.

The cost of the badges was being met by the Town Mayor. Members were very supportive of the idea.

77. Request to Support Honeybourne to Stratford Railway study

The Town Clerk reported that the Stratford Rail Transport Group had written to the Council to seek its support as they went for government funding to undertake a study to look at creating a new rail link from Honeybourne to Stratford, therefore linking Evesham to Stratford by rail.

Detailed in the report and below was an email to the Clerk from the Stratford Rail Transport Group requesting support as they look to apply for funding to undertake a study to look at the creation of the rail link.

Dear Town Clerk,

Stratford-Honeybourne-Evesham-Pershore-Worcester/Oxford railway-SWO

On 25 November 2020, a bid for an Economic Impact Study submitted by four local Rail User Groups to the Department of Transport's 'Restoring Your Railway' programme was successful.*

The bid was supported by 11 M. P's with Nigel Huddleston MP as the lead and has the endorsement of a further 18 organisations which include Warwickshire, Worcestershire and Gloucestershire County Councils together with Stratford on Avon, Wychavon and Cotswold District Councils.

The 'Restoring your Railway' programme helps fund transport and economic studies and the successful bid will now help determine a business case for restoration of the rail link between Stratford-Long Marston-Honeybourne which, if viable, would enable rail connectivity with Oxford and Worcester.

The Department for Transport will fund 75% of costs up to £50,000 for successful study and business case proposals. A further £18,000 has been pledged by local authorities and the rail user groups.

Any eventual restoration of the railway would provide passenger services serving a committed population of 24,000 people in the wider Long Marston area and 36,000 in Stratford upon Avon, providing a sustainable alternative to the car. Freight trains would not be involved neither would reinstatement of the railway result in loss of the Greenway, as a single track railway can co-exist alongside other green and sustainable transport modes. There is a committed population of 241,987 on the Stratford-Evesham-Worcester rail corridor Total pop.

Consequently, we would like to invite Evesham Town Council to confirm its support for the proposed study that could ultimately lead to the restoration of the railway line. We are happy to answer any questions

It was proposed, seconded and **RESOLVED** that the Council support the Stratford Rail group in their bid for funding and in the proposed rail link in principle.

78. Annual Meeting of Parishioners and Mayor Making

The Town Clerk circulated a report regarding the Annuals Town Meeting and the Annual Mayor Making.

It was explained that the annual meeting of parishioners was not a Council meeting but there was a legal requirement on a town and parish council to hold this meeting. It was explained that the parishioners meeting was an open forum question and answer for Evesham parishioners hosted by the Mayor. Residents could ask questions on the work and functions of the Council. Last year it was not held as the lockdown legislation overrode the legislation requiring a town or parish to hold one. This year, with the introduction The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 we are able to hold this meeting and are advised to do so. It was scheduled for 4 April however; this is Easter Monday. It was therefore proposed, seconded and **RESOLVED** to postpone the Personnel meeting and hold the Annual Town Meeting on 19 April 2021.

With regards to the Annual Meeting of the Council also known as Mayor Making the Clerk explained that the Council was advised to arrange a provisional earlier date for this meeting. The Annual Meeting was a legal requirement and had to be held in May. The reason being that the aforementioned The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 expired on 6 May 2021. The Clerk explained that the Local Authority sector was lobbying the government to extend the legislation and they were hopeful that they would succeed, however, there was concern that the government would not do so before the existing legislation expired due to the volume of work at Westminster. Therefore, they were advising councils to make arrangements to hold their annual meeting before the 6 May, in case the legislation was not extended in time. If the legislation is extended, then the Council can proceed with its Annual Town Meeting as planned on 10 May 2021. It was noted that there was no other meeting planned for 3 May 2021.

It was proposed, seconded and **RESOLVED** that the Annual Meeting of the Council/Mayor Making be provisionally moved to 3 May, but that if the legislation is extended it be held on 10 May as planned.

79. New Homes Bonus Update

Cllr Goodge, who chairs the New Homes Bonus (NHB) working Group gave a verbal update. Cllr Goodge explained that the working group had recently met to consider projects to put in for NHB funding. There was a deadline of 31 March to get applications in, though WDC had agreed an extension for a portion of that as they had rejected the Cricket Club bid and also the late withdrawal of the St Andrews School bid. The Council had in effect £74,000 worth NHB that it had to get applications in for by 30 June. Councillors were encouraged to forward any project ideas to the Clerk and Cllr Goodge, a press release would also be done asking for the public to submit proposals.

In the meantime, the remaining NHB had a deadline of 31 March 2021 and it was proposed to submit two applications, one on behalf of the new Baptist Church for their project to supply, maintain and facilitate provision of a fully rated Changing Place as a service to the area and to Evesham. The other bid was on behalf of the Council to rejuvenate the area known as the Sensory garden near the entrance to All Saints Church. The focal point would be a flagpole as there was not one currently in Evesham other than the police one on Abbey Road.

Though the working group had delegated authority, it was proposed, seconded and **RESOLVED** to approve the submittal of the two projects and the call for projects.

80. Planning Applications

(a) 21/00249/ADV – The Almonry, 52 Merstow Green,
Animated projection to facade of Almonry Museum.
<https://plan.wychavon.gov.uk/Planning/Display/21/00249/ADV>

The Clerk highlighted that this was an application for an animated projection, and that members should consider it from a planning perspective

It was **RESOLVED** to recommend that this be deferred pending an update and demonstration from the WDC Arts Officer who was leading this project

(b) 21/00187/FUL – 52 High Street, Evesham,
Change of use of the ground floor from an Estate agent (A2) to nail and beauty salon (sui generis)
<https://plan.wychavon.gov.uk/Planning/Display/21/00187/FUL>

It was **RESOLVED** to recommend that this application be approved.

(c) 21/00266/OUT – Bengeworth C Of E First School, Burford Road
Extension to nursery, external landscaping and relocation of existing car park
<https://plan.wychavon.gov.uk/Planning/Display/21/00266/OUT>

It was **RESOLVED** to recommend that this application be approved.

(d) 21/00216/FUL – 18 St Richards Road, Evesham
Demolition of Units 12 and 18b and the erection of two new industrial buildings split into three individual units
<https://plan.wychavon.gov.uk/Planning/Display/21/00216/FUL>

It was **RESOLVED** to recommend that this application be approved. However, it was requested that a condition be added that these units are not able to be changed to retail units in the future in order to protect the town centre from further out of town shopping units.

(e) 20/02642/LB – 7 Merstow Green, Evesham
To amend the lettering on the front of the premises
<https://plan.wychavon.gov.uk/Planning/Display/20/02642/LB>

It was **RESOLVED** to recommend that this application be approved.

(f) 21/00258/FUL – Davies House, Davies Road, Evesham
Change of use to A3/A5 and associated alterations
<https://plan.wychavon.gov.uk/Planning/Display/21/00258/FUL>

It was **RESOLVED** to recommend that this application be refused. The Town Council is of the opinion that this is not appropriate for this area. The other units are all industrial and this will attract the general public to an area that is not suitable for lots of people. We support the business coming to Evesham but believe this to be the wrong location.

(g) 21/00100/GPDO – Wisdom Hall 12-13 Cowl Street
Prior notification for change of use from offices (Class B1(a) to 4 dwelling houses (Class C3)
<https://plan.wychavon.gov.uk/Planning/Display/21/00100/GPDO>

Members noted that this had already been considered and that the previous comments applied.

81. Reports from Council's Representatives

There were no reports from Council Representatives.

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

The Town Clerk informed members that it had been 6 months since Cllr B Turrell had attended a meeting, and subject double checking, this would mean that Cllr Turrell would be disqualified as a councillor due to non attendance. This was **NOTED**.

83. It was **RESOLVED** to go into confidential session given the sensitive nature of the minutes from the Samuel Wallace Smedley Trust Board

84. Samuel Wallace Trust Board

The minutes from the latest meetings held 29 January 2021 and 17 February 2021 were circulated for member's information. There were a number of issues raised including a legal and HR issue, however members were advised that these were not for discussion, but for information. The trust Board had delegated authority to deal with these issues and was merely required to report minutes to the Council.

Members questioned the individual status of the trust and whether councillors were liable as trustees. The Clerk stated that the Council was a corporate trustee, individual councillors were not liable.

The minutes were NOTED.

Clerk's note: The Clerk spoke to the auditor who confirmed that the Council is a corporate trust. The Auditor also confirmed that matters of the trust should not be dealt with at a Council meeting, if a committee or board has been created then it is for that committee or board to deal with issues relating to the trust, not for the Council at a council meeting. The Council could choose to make all councillors members of the trust committee or board, but this still requires a separate meeting.

There being no further business, the meeting closed at 8.35pm.

COUNCILLOR S AMOR
TOWN MAYOR

EVESHAM TOWN COUNCIL

Minutes of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held at 6.30 pm on **MONDAY 22 MARCH 2021** via the Zoom video conferencing platform and in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Those present:

Chairman: Cllr M S Goodge

Vice Chairman: Cllr A P Booth

Councillors: Cllr Mrs S Amor, Cllr A Dyke, Cllr R W Raphael, Cllr Mrs M Sale, Cllr Mrs F S Smith

Officers: Mrs C Chambers (Finance Officer)
Mrs K Cullen (Administration Officer)

Also present: Eric Jones & Connor Hill – Festival Players
Val Trim – Avonbank Brass Band
Bruce Taylor – Battle of Evesham

25. Apologies for Absence

Apologies were received from Cllr Mrs Nishigaki and Cllr P Clifford

26. Declarations of pecuniary or other interest (if any)

Cllr R Raphael declared an interest in agenda item 8 (Application for funding from Avonbank Brass Band since he was a Trustee)

27. Minutes of the last meeting including questions as to the progress of any item

The minutes of the meeting held on 4 January 2021 were circulated with the agenda

It was **RESOLVED** to accept the minutes as a true and accurate record.

28. Financial Report up to March 2021

Circulated with the agenda was a report which compared income and expenditure from April 2020 to February 2021 against the budget figures for the financial year 2020/21.

It was moved, seconded and **RESOLVED** that the figures for April 2020 to February 2021 be approved.

29. Funding Request – Battle of Evesham

Circulated with the agenda was an application form and supporting documents in relation to The Battle of Evesham's Festival weekend to be held on 7th and 8th August.

The event organisers had requested funding of £5000. The committee was very complimentary of the event which had been great success over the past few years. It was highlighted that the event brought lots of people into town which then generated business for the town.

It was **RESOLVED** to support the Battle of Evesham Festival with a grant of £5,000.

30. Festival/Event Application – Battle of Evesham Medieval Festival

Also circulated with the agenda was an application form for funding for the Medieval Market which was due to take place in was due to take place on 22 and 23 May. It was a supplementary event to the Battle of Evesham Festival that would attract people to the town centre. It involved a medieval market to be held in the Market Square, a banquet and lots of other activities.

The organisers of the event requested funding of £5000 which would cover the whole cost of the event.

It was commented that if the funding request was approved, that would be a large amount of money from the budget. The budget for all festivals and events in this financial year was £18,500. The Battle of Evesham committee were applying for £5,000 for the festival in August and £5,000 in for the market in May which would only leave £8,500 for all other festivals and events.

However, it was subsequently **RESOLVED** to support the Battle of Evesham Market with a grant of £5,000.

31. Festival/Event Application – Evesham Festival Players “A weekend Festival in July 2021”

Circulated with the agenda was an application form for funding from the Festival Players for a town centre event in Evesham over the weekend of 16-18 July 2021. The request was for £1,500.

Mr Eric Jones was on hand to provide more information. It was planned to open the festival on Friday evening with local bands performing on a stage in the Market Square, Saturday would be a day for children’s entertainment on the same stage. Sunday would see a band playing great block buster movies themes of 80/90s. There would also be performances from professional actors and musicians who had not been able to get work during the pandemic.

A member questioned the use of public money to pay professional actors. In response it was pointed out that the Battle of Evesham used professional actors and therefore that should not put members off providing funding.

Mr Eric Jones then asked if the council would prefer to pay for some of the invoices for the event. For example, the stage was going to cost around £1,000 and then submit invoices for other expenses for £500.

The Chairman and members agreed that this would be the best way of funding the event.

It was **RESOLVED** to support the Festival Players with up to £1,500 from the grants budget.

32. Festival/Event Application – Avon Bank Brass Band – Proposed Short Series of Summer and Autumn concerts.

Circulated with the agenda was an application form for funding from Avon Brass Band for a short series of summer and autumn concerts. The request was for £1,000 to be made up of £500 maintenance and £500 for the actual concerts.

Since the sad passing of Mr Derek Wells who used to organise the Bands in the Park Concerts, there had been a void in summer programming at the band stand.

Avonbank Brass Band had proposed to perform three concerts through the summer to the winter.

It was **RESOLVED** to support Avon Brass Bank a grant of £1000.

33. Dual Authorisation

Circulated with the agenda was a report which informed members of the progress made with regards to the dual authorisation signatories for the Councils bank account.

The report reminded Members that the last audit report it was highlighted that the Council needed a dual authorisation account to make payments. The Clerk had been in contact with Lloyds, HSBC and Unity Trust bank but only Unity had actually provided information. At that time the Co-op Bank with which the Council bank did not offer this service.

However, the Co-operative Bank have now recently offered dual authorisation meaning that the Council did not need to open a new account with another bank.

The report recommended that two councillors are nominated as signatories to AETC account which would then make it dual authorisation.

It was recommended that the signatories would need to be available on the day when payments are to be made in order for them to be contacted and be able to authorise payments. There would be no cost to the council for this and the signatories would have to complete a form to go on the account.

Following debate, it was recommended that the Mayor Cllr Mrs S Amor and Chairman of the Finance Committee Cllr M Goodge be the two signatories.

34. Matter of Urgency

There were no matters raised under this item.

NOTED

There being no further business the meeting closed at 7.16 pm.

COUNCILLOR M S GOODGE
CHAIRMAN

Minutes of the Meeting of the **PLANNING AND ESTATES COMMITTEE** held at 6.30 pm on **MONDAY 29 MARCH 2021** via the Zoom video conferencing platform and in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Those present:

Chairman: Cllr P Clifford

Vice Chairman: Cllr A P Booth

Councillors: Cllr Mrs S Amor (Mayor), Cllr M Goodge, Cllr R Hale,
Cllr Miss E Haynes (from minute 45 (b)), Cllr Mrs J Johnson, Cllr Mrs S
Schaathun,

Officers: Mrs C Chambers (Committee Clerk)
Mrs K Cullen

Others Present: Cllr R Raphael

42. Apologies for Absence

Apologies for absence were received from Cllr Mrs J Sandalls and Cllr G Bearcroft and Cllr Mrs C Smith.

43. Declarations of pecuniary or other interest including requests for dispensation (if any)

Mrs J Johnson declared a non-pecuniary interest in agenda item 3.5 (planning) as the applicant was her neighbour

44. Minutes of the last meetings

The Town Clerk had circulated with the agenda the minutes of the previous meeting held on 22 February 2021. It was noted that planning application 36.e (21/0085) had omitted the comment that 'concerns were raised that the application would block the light of neighbouring properties'. It was moved, seconded and **RESOLVED** with the inclusion of the amendment that the minutes of the meeting held on 22 February 2021 be a true record.

45. Planning decisions

a. 20/02896/CA – Delegated – Avon

Attwoods Pension Trust

Rear of 90 High Street

Removal of roof from small warehouse, take out front warehouse walls, toilet block and storage rooms, strengthen and maintain retaining walls at same height as other walls surrounding property.

<https://plan.wychavon.gov.uk/Planning/Display/20/02896/CA>

It was moved, seconded and **RESOLVED** to recommend that the application be approved subject to the application not adversely affecting neighbouring properties.

Committee Clerks Note. It was moved and agreed that the meeting be suspended at 6.45pm to correct technical issues.

Committee Clerks Note. The meeting resumed at 6.55pm

- b. 21/00244/HP – Delegated – Little Hampton
Mr Greg Fisher
62 Isbourne Crescent
Conversion of existing log cabin from office/games room to ancillary annexe
<https://plan.wychavon.gov.uk/Planning/Display/21/00244/HP>

It was moved, seconded and **RESOLVED** to recommend that this application be approved subject to the application not adversely affecting neighbouring properties.

- c. 21/00351/LB – Delegated – Bengeworth
Ms Catherine Robertson
11 Church Street
Replacement of UPVC windows and external doors with painted wood sash and casement windows and framed, half-glazed and boarded doors
<https://plan.wychavon.gov.uk/Planning/Display/21/00351/LB>

It was moved, seconded and **RESOLVED** to recommend that this application be approved.

- d. 21/00365/HP & 21/00366/LB– Delegated – Bengeworth
Mr Mesquita
The Coach House
88B Port Street
Install Replacement Windows subject to Enforcement Action (Ref ENF/19/0272)
<https://plan.wychavon.gov.uk/Planning/Display/21/00365/HP>

It was moved, seconded and **RESOLVED** to recommend that this application be approved.

- e. 21/00349/HP - Delegated – Avon
Mr R Wyld
72 Albert Road
Demolish existing rear extension, garage and car port Erection of single storey side and rear extension.
<https://plan.wychavon.gov.uk/Planning/Display/21/00349/HP>

It was moved, seconded and **RESOLVED** to recommend that this application be approved.

- f. 21/00275/FUL – Delegated – South/Little Hampton
Miss Lucy Pratt
4 Mayfair
Replacement of existing windows, repositioning of door and removal of porch
<https://plan.wychavon.gov.uk/Planning/Display/21/00275/FUL>

It was moved, seconded and **RESOLVED** to recommend that this application be approved.

- g. 21/00404/RM – Delegated – South
Mr R Thomas, Thomas & Thomas Ltd
21 Sycamore Avenue
Application for approval of reserved matters pursuant to application 18/02709/OUT for demolition of bungalow (21) and construction of 3 new dwellings and access from highway.

<https://plan.wychavon.gov.uk/Planning/Display/21/00404/RM>

The Committee was split the Chairman had the casting vote. It was moved, seconded and **RESOLVED** to recommend that this application be approved.

- h. 21/00425/HP – Delegated – Great Hampton
Mrs D Hill
42 Falkland Road
Single storey rear extension and installation of one rooflight to the existing garage
<https://plan.wychavon.gov.uk/Planning/Display/21/00425/HP>

It was moved, seconded and **RESOLVED** to recommend that this application be approved.

46. Planning decisions

Circulated with the agenda were the latest planning decisions from Wychavon District Council as detailed below for information. NOTED.

Planning No:	Applicant:	Address:	Brief Description	ETC:	WDC:
20/02915	ETC	Town Hall	Hand rail and IT equipment	Approve	Approve
21/00145	Mr Pye	188 Cheltenham Road	Extend width of dropped kerb	Approve	Approve
20/02634	Mr/s Shepherd	6 Mill Road	Extension to rear, replacement porch	Approve	Approve
21/00100	George Staffordshire Dev	Wisdom Hall	Change of use from offices to 4 dwelling houses	Approve	Approve
21/00184	Miss Sumi Begum	1 Abbey Road	Single storey extension, loft conversion and garden shed	Approve	Approve
20/02827	Tosney Dev	2 Shor St	Demolition of industrial units and erection of 5 dwellings	Approve	Approve

47. Allotment Rents 2022/23

The Town Clerk had circulated with the agenda a report which listed previous and current allotment rents with water and without water. The report explained that due to legislation, the council were required to set the allotment rents 12 months in advance. The current income from 19 allotments without water in 2021 would be £1045 and the income fees for 81 allotments with water would be £6,075, less the estimated water bill of circa £950 per annum.

It was moved, seconded and **RESOLVED** that there be no increase in the allotment rent for 2022/23. The fees would be with water £75 pa and without water £55 pa for the 2022/23.

48. Request to install steps at Common Road allotment site

The Town Clerk had circulated with the agenda a report prepared by Keeley Cullen which explained that allotment no.197 at Common Road had been allocated to the Working World Project for their clients to grow their own vegetables and use in their café. The report included a photo of the current path which had been eroded and the original had rail had also eroded. Working World had approached Evesham Town Council to make the allotment accessible for their clients, they requested permission to put in their own steps at their own cost and replace the stones from the road with steps followed by a path along to the allotment with a handrail for safety.

It was moved, seconded and **RESOLVED** that Working World be permitted to put in steps, handrail and path at their own cost.

49. Matters of urgency raised, for information only, at the discretion of the Chairman

Keeley Cullen addressed the Committee to request their view on the new hand rail for the Town Hall, a sample of the handrail had been sent to the office for approval before the manufactures' preceded with the order. The sample of the handrail was shown to the committee.

It was moved, seconded and **RESOLVED** that the sample of the handrail be approved and for the manufacturer to complete the handrail.

There being no further business, the meeting closed at 7.25 pm

COUNCILLOR P CLIFFORD
CHAIRMAN

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL

DATE: 12 APRIL 2021

SUBJECT: FINANCE – PAYMENTS AND RECEIPTS FOR MARCH

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To advise Members of the details of income and expenditure for the Council for the month of March.

2.0 RECOMMENDATION

2.1 It is recommended that the monthly expenditure and payments for the Council as attached be approved and the receipts be noted.

3.0 FINANCE

3.1 The details of income and expenditure for the Council for the month of March 2021.

3.2 The Council are encouraged to ask any questions it has about any item, though if possible to ask in advance of the meeting so the Clerk may get the required information.

4.0 FINANCIAL IMPLICATIONS

4.1 The relevant accounts of the Council have been credited and debited by the amounts shown in on the attached report.

5.0 LEGAL IMPLICATIONS

5.1 None

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL

DATE: 12 APRIL 2021

SUBJECT: VOTING ON COUNCIL APPOINTMENTS AND REPRESENTATIVES

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To seek the Council's views on how it wants to run the process of voting representatives onto the committees and outside bodies.

2.0 RECOMMENDATION

2.1 Members recommendations are requested.

3.0 BACKGROUND

3.1 Members will recall that logistical issues surrounding the use of video conferencing for council meetings make voting on appointments complicated. Last year, the Council attempted to do it at the meeting via live polls but this was not successful. The Clerk then subsequently set up and circulated polls asking members to vote after the meeting.

3.2 The Council meeting on 17 May will be where we appoint the membership to the committees and outside bodies again and therefore in order to try and do this as smoothly as possible it seems logical to put the polls in place before the meeting.

4.0 SUGGESTED TIMETABLE

4.1 30 April – Town Clerk ask for members to put themselves forward for committees and to serve on outside bodies, with a deadline of 9 May.

4.2 Where there is an oversubscription the Clerk creates a poll and circulates to members on 11 May. A deadline for members to vote is 16 May 2021.

4.3 The Clerk reports the results at the Council meeting on 17 May, with any ties being decided at the meeting.

4.0 FINANCIAL IMPLICATIONS

4.1 None.

5.0 LEGAL IMPLICATIONS

5.1 None

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL
DATE: 12 APRIL 2021
SUBJECT: PLANNING APPLICATIONS
REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To advise Members of the planning applications received from Wychavon District Council for consultation.

2.0 RECOMMENDATIONS

2.1 Members' recommendations are requested.

3.0 PLANNING APPLICATIONS

3.1 20/02895/ADV – Avon – Delegated
Mr Stuart Attwood, Attwoods Accountants Limited
90 High Street
Illumination of existing fascia sign and installation of new illuminated fascia sign.
<https://plan.wychavon.gov.uk/Planning/Display/20/02895/ADV>

3.2 21/00362/HP – Little Hampton – Delegated
Mrs Anna Hopkins
26 St Philips Drive
Two storey side extension.
<https://plan.wychavon.gov.uk/Planning/Display/21/00362/HP>

4.0 FINANCIAL IMPLICATIONS

4.1 None

5.0 LEGAL IMPLICATIONS

5.1 None