

Welford-on-Avon Parish Council

**Minutes of the Meeting held on
Tuesday 5th November 2024 at 7:15 p.m.**

Present: Cllr S Carter – in the Chair, Cllr N Appleton, Cllr J Hockaday, Cllr M Stanley, Cllr D Jones, , Cllr M Lake

In attendance: Clerk - Mrs I Wibberley

Public: 1

Public Participation: Mr Foster attended to speak about the Rummer Hill business development. This had received outline planning permission and he was now looking to agree the Reserved Matters with SDC. He had approached the Parish Council to ascertain their view on the draft documentation which had been prepared. The Parish Council advised that the key areas of concern to them were landscaping, ridge height, street scene, and lighting. They advised him to consider practicalities such as the ability of HGVs and refuse lorries to turn on site and the relationship of the proposal buildings to the existing buildings at Reids adjacent to the site. They also recommended that he consult with the local and district councillors, Manuela Perteghella and Daren Pemberton, and agreed to supply contact details.

Item				Action																
1.	Acceptance of Apologies – Cllr D Holmes, Cllr M Perteghella																			
2.	Declarations of Interest – None																			
3.	<p>Approval of Minutes – The minutes of 3rd September 2024 and 1st October 2024 were accepted as a true record of the meeting and signed by the Chairman.</p> <p>Proposed – Cllr J Hockaday Seconded – Cllr N Appleton (3rd September) Proposed - Cllr N Appleton Seconded – Cllr M Stanley (1st October)</p>																			
4.	<p>District Councillors’ Report Cllr Perteghella had given her apologies. The clerk would circulate her report in due course.</p>			IW																
5.	<p>Planning</p> <p>5.1 Report of Planning Notices received from Stratford DC</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Reference</th> <th>Decision Date</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>Welford Hill Farm, Long Marston Road, Welford-on-Avon, Stratford-upon-Avon CV37 8AE - Change of use to extend domestic curtilage and replacement of existing lean-to with detached garage outbuilding with ancillary floorspace above</td> <td>24/00776/FUL</td> <td>04.09.2024</td> <td>Refused</td> </tr> <tr> <td>Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - retention of new access, trackway and new agricultural storage barn (Retrospective)</td> <td>23/01815/FUL</td> <td>06.09.2024</td> <td>Granted</td> </tr> <tr> <td>Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - Extension to existing barn</td> <td>23/01903/FUL</td> <td>06.09.2024</td> <td>Granted</td> </tr> </tbody> </table>			Item	Reference	Decision Date	Decision	Welford Hill Farm, Long Marston Road, Welford-on-Avon, Stratford-upon-Avon CV37 8AE - Change of use to extend domestic curtilage and replacement of existing lean-to with detached garage outbuilding with ancillary floorspace above	24/00776/FUL	04.09.2024	Refused	Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - retention of new access, trackway and new agricultural storage barn (Retrospective)	23/01815/FUL	06.09.2024	Granted	Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - Extension to existing barn	23/01903/FUL	06.09.2024	Granted	
Item	Reference	Decision Date	Decision																	
Welford Hill Farm, Long Marston Road, Welford-on-Avon, Stratford-upon-Avon CV37 8AE - Change of use to extend domestic curtilage and replacement of existing lean-to with detached garage outbuilding with ancillary floorspace above	24/00776/FUL	04.09.2024	Refused																	
Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - retention of new access, trackway and new agricultural storage barn (Retrospective)	23/01815/FUL	06.09.2024	Granted																	
Upper Welford House , Barton Road, Welford-On-Avon, Warwickshire CV37 8HD - Extension to existing barn	23/01903/FUL	06.09.2024	Granted																	

The Barn, Welford Pastures, Barton Road, Welford-on-Avon, Stratford-upon-Avon - Proposed Menage	24/01672/FUL	25.09.2024	Granted
East View, Barton Road, Welford-on-Avon, Stratford-upon-Avon CV37 8EY - Conversion of existing garage to create study.	24/02087/LDP	26.09.2024	Application withdrawn
Millfield Caravan Site, Mill Lane, Welford-on-Avo - Change of use of land from a seasonal caravan site to a permanently occupied caravan site.	24/01883/FUL	30.09.2024	Refused
Avonside Caravan Site, Binton Road, Welford-on-Avon, Stratford-upon-Avon CV37 8PW - Variation of planning permission 15/04459/VARY dated 17/03/2016 to remove condition 1 in order to allow for the caravans to be occupied for the purposes of holiday accommodation for 12 months of the year.	24/01337/VARY	17.10.2024	Application withdrawn
Comptons House, High Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8EA. T1 - leyland cypress - Prune back to previous pruning points.	24/02414/TREE	21.10.2024	No objection
Kelmara, 19 Quineys Leys, Welford-on-Avon, Stratford-upon-Avon CV37 8PU - Variation of Condition 2 of Planning Permission Reference Number: 23/01967/FUL Dated 13/09/2023 To amend the approved drawings. Modifications to approved single storey rear extension and two storey front and side extensions to improve the usability / amenity of the dwelling and maximise the built volume. Design amendments to fenestrations of front, rear and both side elevations.	24/01635/VARY	31.10.2024	Granted
Avon Bridge, Binton Road, Welford-on-Avon, CV37 8PP - Variation of conditions 2 and 3 of planning permission 21/01715/VARY dated 27th July 2021, to alter: the location of the rooflights, the appearance of the glazing, design of the chimney and raised decking design.	24/01341/VARY	31.10.2024	Granted

The Clerk was asked to include details of the PC's decision as well as SDC's decision in future monthly reports.

IW

5.2 Planning Applications Previously Considered (at October & November 2024 Planning Committee meetings)

<u>Reference</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>	<u>PC Decision</u>
24/01635/VARY	27/09/2024	Kelmara 19 Quineys Leys Welford-on-Avon Stratford-upon-Avon CV37 8PU	Application Reference Number: 23/01967/FUL Date of Decision: 13/09/2023 Condition Number(s): 2 Conditions(s) Removal: The following revisions to the approved drawings attached to ref: 23/01967/FUL are sought; Modifications to approved single storey rear extension and two storey front and side extensions to improve the usability / amenity of the dwelling and maximise the built volume. Design amendments to fenestrations of front, rear and both side elevations. Please replace approved drawings 001, 010B, 011B,	Object

WELFORD ON AVON PARISH COUNCIL - NOVEMBER 2024

				012B, 013B, 014B & 015B with revised drawings 1669-BA-100, 1669-BA-101, 1669-BA-102, 1669-BA-103, 1669-BA-104, 1669-BA-105, 1669-BA-106, 1669-BA-107, 1669-BA-108, 1669-BA-109, 1669-BA-110, 1669-BA-111, 1669-BA-112, 1669-BA-113, 1669-BA-114, 1669-BA-115 & 1669-BA-116. N/A.	
	24/02078/FUL	19/09/2024	Solamo Cottage Long Marston Road Welford-on-Avon Stratford-upon-Avon CV37 8EG	Double storey side, and single storey rear extensions.	Object
	24/01341/VARY	24/09/2024	Avon Bridge Binton Road Welford-on-Avon CV37 8PP	Variation of conditions 2 and 3 of planning permission 21/01715/VARY dated 27th July 2021, to alter: the location of the rooflights, the appearance of the glazing, design of the chimney and raised decking design. Original description of development: Variation of condition 2 of planning permission 18/03299/FUL (APP/J3720/W/19/3231779) dated 10th March 2020 to amend the internal layout and the external appearance of the approved dwellings. Original description of development: Demolition of existing single storey dwelling and construction of two new dwellings with associated works including flooding and surface water management and new landscaping	Support

5.3 Planning Applications Received From SDC for Consideration at November 2024 Parish Council Meeting

<u>Reference</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>	<u>PC Decision</u>
24/02569/FUL	19/11/2024	17 Samantha Close Welford-on-Avon Stratford-upon-Avon CV37 8DT	Installation of Air Source heat pump	Support
24/02717/TREE	15/11/2024	Flower Cottage Chapel Street Welford-on-Avon Stratford-upon-Avon CV37 8PX	-Hz1 hazel, Ly1-Ly5 5no. Leyland cypress, Hz2 hazel, Ly6-Ly9 4no. Leyland cypress, Hz3 hazel, Ho holly, Ly10-Ly11 2no. Leyland cypress - all to be reduced and maintained between 3.5 metres and 4.5 metres to reduce shading. -Lb1-Lb2 Laburnum, Pr Pear - to be felled to enable replanting with fruit trees. -Ly12-Ly18 7no. Leyland cypress are proposed to be reduced and maintained between 3 metres and 4 metres.	Support
24/02601/FUL	20/11/2024	The Barn Welford Pastures Barton Road Welford-on-Avon Stratford-upon-Avon CV37 8HD	Conversion of barn to one self-build dwelling together with all associated works	Object
24/02577/TREE	12/11/2024	Three Acres High Street Welford-on-Avon Stratford-upon-Avon CV37 8EA	-T1 cherry plum - Fell.	Support
24/02671/TREE	12/11/2024	Four Gables High Street Welford-on-Avon Stratford-upon-Avon CV37 8EA	-T1 Norway spruce - Cut back to boundary of neighbouring property Three Acres	Support subject to clarification
24/02078/FUL	07/11/2024	Solamo Cottage, Long Marston Road, Welford-on-Avon, Stratford-upon-Avon CV37 8EG	First floor side extension over existing garage, single storey rear extensions, dormer windows redesigned to flat roof and two storey side and front extension - An amendment/additional information has been received for the application shown above as follows: Front and side elevation amended to remove catslide roof, addition of one dormer, and overcome plan inconsistencies	Support

5.4 Planning Enforcement

No matters reported.

5.5 Other planning matters

Cllr Appleton reported that the resident had contacted the PC about its objection to tree works however it was noted that the deadline for further comments had expired. It was noted that the approval for demolition and self-build had been received.

6. Finance

6.1 Approval of items requiring payment

Item	Base	VAT	Total	Bdgt
Clerk Salary	£582.40	£0.00	£582.40	7
Clerks Phone O2 (paid by DD)	£12.99	£2.60	£15.59	8
Donation Millennium Trust - monthly	£120.00	£0.00	£120.00	15
Lodders Solicitors	£5,016.00	£1,003.20	£6,019.20	12
Bank charges	£8.00	£0.00	£8.00	8
Wright Hassall Solicitors	£180.00	£0.00	£180.00	12
Cllr D Jones (expenses)	£90.00	£0.00	£90.00	8
Limebridge - Welford Churchyard	£372.00	£74.40	£446.40	23
Limebridge – Village	£242.00	£48.40	£290.40	22
Limebridge - PROW	£575.00	£115.00	£690.00	23
Limebridge – Synder Meadow	£450.00	£90.00	£540.00	21
BMJ Lawncare & Landscaping	£300.00	£0.00	£300.00	24
Microsoft	£39.20	£7.84	£47.04	8
TOTALS	£788.62	£1,519.47	£9,329.83	

Receipts – £ nil

Transfer - £12,000

The clerk was asked to query 3 additional invoices before payment was authorised.

IW

It was agreed that a schedule of Lodders invoices/authorised should be prepared.

IW

Cllr Hockaday queried whether any money had been recovered via Wright Hassell in relation to the earlier work carried out by them relating to Holland Meadow. The clerk was asked to follow up. The estimated legal costs relating to sale of the sale of the freehold interests of 2, 3, 4, 7, 8, 9, 10 Holland Meadow were £1500, the payment of £180 was a deposit towards these. The total expenditure was authorised and it was noted that these costs should be recoverable from the 3rd party in due course.

IW

It was agreed that Cllr Lake be asked to look at reducing the cost of the clerk's phone.

ML

Proposed – Cllr M Stanley

Seconded – Cllr N Appleton

6.2 Any Other Finance Matters

Cllr Lake noted that the spend ytd was £56k vs a budget of £59k. Much of this increased spend was the result of significant legal fees. General reserves stood

	<p>at c.£75k. Cllr Lake asked councillors to advise him of likely expenditure in their areas for 2025-26. He would prepare a draft budget for the December meeting.</p> <p>The clerk had prepared a detailed report on the 2023-24 Audit findings which had been circulated to councillors with the meeting papers. Each of the recommendations and findings was discussed. Councillors observed that the majority of matters raised were procedural, however they emphasised the importance of detailed procedures and checklists. The recommendations put forward were accepted and the proposed actions agreed.</p>	ML
7.	<p>Project Updates from Councillors</p> <p>Cllr Jones updated the meeting on preparations for the Annual Remembrance Service, and requested further volunteers to help with traffic and catering.</p> <p>Cllr Jones had met the Heart of England Forest to discuss tree planting along Headland Road. It was agreed that she should ask them for recommendations for local nurseries so that the costs could be ascertained. It was suggested that the brownies/scouts be asked to assist with watering. It was agreed that orchard grants should be applied for Synder Meadow, and also Headland Road should fruit trees be planted, subject to these still being available.</p> <p>Cllr Hockaday requested authorisation for Avon Architecture to prepare detailed drawings for the Synder Meadow pavilion so that tenders could be issued. The proposed fee was £2,350 and this was agreed.</p> <p>The clerk reported that an extension to the Synder Meadow CiL agreement had been requested. A minimum of 12 months was being sought, but ideally an extension to the end of end of 2025 would be requested. SDC were taking legal advice on whether a new agreement was needed or whether the current one could be extended.</p> <p>Headland Road playing field – the School had recently issued a letter indicating that the Parish Council was required to vacate the field and remove its playing equipment, although no formal notice had been received. This would be discussed with Loddors Solicitors. They had also indicated that the field would be kept open after school hours during the “notice period”. Cllr Appleton was drafting an update for the website. The Parish Council was continuing to pursue all options available to it and would be obtaining cost estimates for further Counsel’s opinion.</p> <p>Cllr Stanley advised that WCC were currently carrying out the annual traffic speed monitoring. He had been engaged in recent discussions with Cllr Pemberton and WCC Highways dept to progress the various initiatives/ideas developed by the Parish Council. A short/medium/long term plan was to be developed. He also reported that work cleaning drains in Binton Road was scheduled to be done.</p>	DJ IW
8.	<p>Communications</p> <p>Cllr Appleton was prepared an update for the website.</p>	NA

<p>9.</p>	<p>Any Other Business</p> <p>The clerk reported that Long Marston Parish Council had requested return of their speed gun which had been on loan. Cllr Carter advised that this was with either Izzy Ombler or Ian Edwards. The clerk to follow up.</p> <p>The church had requested a member of the PC to attend the Remembrance Sunday service. In the absence of available councillors the clerk offered to represent the Council.</p> <p>Churchyard path upgrade – Cllr Carter updated the meeting on his discussions with Stuart Formby. He was investigating whether any Church funds were available.</p>	<p>IW</p>
<p>10.</p>	<p>Dates of Future Meetings</p>	
	<ul style="list-style-type: none"> • 19th November 2024 - Planning Committee Meeting, Memorial Hall • 3rd December 2024 – Full Parish Council Meeting, Memorial Hall 	

Meeting closed at 22.13