

## Welford-on-Avon Parish Council

Minutes of the Meeting held on  
Tuesday 3rd December 2024 at 7:15 p.m.

**Present:** Cllr S Carter – in the Chair, Cllr N Appleton, Cllr M Stanley, Cllr D Jones, Cllr D Holmes

**In attendance:** Clerk - Mrs I Wibberley

**Public:** 1

Item					Action																				
1.	<b>Acceptance of Apologies –</b> Cllr M Perteghella, Cllr M Lake, Cllr J Hockaday																								
2.	<b>Declarations of Interest –</b> None																								
3.	<p><b>Approval of Minutes –</b> The minutes of 5<sup>th</sup> November 2024 were accepted as a true record of the meeting and signed by the Chairman.</p> <p>Proposed – Cllr N Appleton                      Seconded – Cllr M Stanley</p>																								
4.	<b>District Councillors' Report</b> None																								
5.	<p><b>Planning</b></p> <p><b>5.1 Report of Planning Notices received from Stratford DC during November 2024</b></p> <table border="1"> <thead> <tr> <th>Item</th> <th>Reference</th> <th>Decision Date</th> <th>SDC Decision</th> <th>PC Decision</th> </tr> </thead> <tbody> <tr> <td><b>Welford Chase, Binton Road, Welford-on-Avon</b> - Variation of condition 2 of planning permission 09/01497/FUL dated 22nd March 2010 to remove the limitation of the occupation of the dwelling by persons solely employed as the warden of Binton Bridges Caravan site. Original description of development: Relocation and redesign of park wardens accommodation permitted under SDC Ref: 04/03611/FUL together with the creation of an access</td> <td>23/0096/VARY</td> <td>04/11/2024</td> <td>Granted</td> <td>Object</td> </tr> <tr> <td><b>Cedar Lodge , Church Street, Welford-On-Avon, Warwickshire CV37 8EJ</b> - Demolition of the existing property, Cedar Lodge, and in its place, the erection of a self build 1.5 storey replacement dwelling.</td> <td>24/00678/FUL</td> <td>04/11/2024</td> <td>Granted</td> <td>Support</td> </tr> <tr> <td><b>Solamo Cottage Long Marston Road Welford-on-Avon Stratford-upon-Avon CV37 8EG</b> - First floor side extension over existing garage,</td> <td>24/02078/FUL</td> <td>14/11/2024</td> <td>Granted</td> <td>Support</td> </tr> </tbody> </table>				Item	Reference	Decision Date	SDC Decision	PC Decision	<b>Welford Chase, Binton Road, Welford-on-Avon</b> - Variation of condition 2 of planning permission 09/01497/FUL dated 22nd March 2010 to remove the limitation of the occupation of the dwelling by persons solely employed as the warden of Binton Bridges Caravan site. Original description of development: Relocation and redesign of park wardens accommodation permitted under SDC Ref: 04/03611/FUL together with the creation of an access	23/0096/VARY	04/11/2024	Granted	Object	<b>Cedar Lodge , Church Street, Welford-On-Avon, Warwickshire CV37 8EJ</b> - Demolition of the existing property, Cedar Lodge, and in its place, the erection of a self build 1.5 storey replacement dwelling.	24/00678/FUL	04/11/2024	Granted	Support	<b>Solamo Cottage Long Marston Road Welford-on-Avon Stratford-upon-Avon CV37 8EG</b> - First floor side extension over existing garage,	24/02078/FUL	14/11/2024	Granted	Support	
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WELFORD ON AVON PARISH COUNCIL - DECEMBER 2024

<p>single storey rear extensions, dormer windows redesigned to flat roof and two storey side and front extension.</p>					
<p><b>Cedar Lodge, Church Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8EJ</b> -T1 Deodar cedar - Reduce canopy height by 1.5-2metres. Reduce lateral canopy growth by 1 metre to shape/balance. Thin canopy density by 10-15%. Prune back branches in immediate contact with utility lines to give a 0.5metre clearance, where necessary. -T3 blue Atlas cedar - Reduce canopy height by 1-1.5metres. Reduce tip-back lateral canopy growth by 0.5-1metre to shape/balance. Thin canopy density by 10-15%.</p>	<p>24/02467/TRE E</p>	<p>14/11/2024</p>	<p>No objection</p>	<p>Object</p>	
<p><b>Low Thatch, High Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8EF</b> -T3 Acer - Reduce crown from 9-10 metres to 8 metres.-T3A Cupressus – Reduce crown by 2 metres maxi</p>	<p>24/02474/TRE E</p>	<p>19/11/2024</p>	<p>No objection</p>	<p>Support</p>	
<p><b>Three Acres, High Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8EA.</b> T1 cherry plum - Fell.</p>	<p>24/02577/TRE E</p>	<p>19/11/2024</p>	<p>No objection</p>	<p>Support</p>	
<p><b>The Barn, Welford Pastures, Barton Road, Welford-on-Avon Stratford-upon-Avon</b> - Conversion of barn to one self-build dwelling together with all associated works</p>	<p>24/02601/FUL</p>	<p>26/11/2024</p>	<p>Application withdrawn</p>	<p>Object</p>	
<p><b>Four Gables, High Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8EA</b> - T1 Norway spruce - raise the canopy over the front driveway/garden of the neighbouring property, Three Acres only, to give a clearance of 2.3m.</p>	<p>24/02671/TRE E</p>	<p>26/11/2024</p>	<p>No objection</p>	<p>Support</p>	
<p><b>Flower Cottage, Chapel Street, Welford-on-Avon, Stratford-upon-Avon, CV37 8PX</b> - 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</p>	<p>24/02717/TRE E</p>	<p>26/11/2024</p>	<p>No objection</p>	<p>Support</p>	

	maintained between 3 metres and 4 metres					
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**5.2 Planning Applications Previously Considered (at November 2024 Planning Committee meeting)**

Reference	Consultation Expiry Date	Property	Details of application	PC Decision
<a href="#">24/02708/FUL</a>	29/11/2024	Comptons House High Street Welford-on-Avon Stratford-upon-Avon CV37 8EA	Single storey extension and alterations to provide improved ground floor showering facilities	Support
<a href="#">24/02709/LBC</a>	29/11/2024	Comptons House High Street Welford-on-Avon Stratford-upon-Avon CV37 8EA	Single storey extension and alterations to provide improved ground floor showering facilities	Support
<a href="#">24/02691/FUL</a>	26/11/2024	Land To The East Of Weston Close Frog Lane Welford-on-Avon	Erection of a new self-build single storey dwelling with associated works.	Object
<a href="#">24/02109/FUL</a>	26/11/2024	Land Adjacent To The Hive Barton Road Warwickshire Welford-on-Avon CV37 8HG	Annexe Outbuilding (retrospective)	Object
<a href="#">24/02845/TPO</a>	29/11/2024	The Orchard Duck Lane Welford-on-Avon	-T1 and T2 western red cedars - Reduce height by one-third and reshape top to leave natural shape. Light shortening back of northern side of lower crown, where extending beyond main canopy shape, to reshape.	Support

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

Reference	Consultation Expiry Date	Address	Proposal	PC Decision
<a href="#">24/02800/FUL</a>	10/12/2024	Welford Hill House Long Marston Road Welford-on-Avon Stratford-upon-Avon CV37 8AE	New menage	Support
<a href="#">24/02936/COUQ</a>	17/12/2024	Welford Barns Binton Road Welford-on-Avon CV37 8PT	Prior Approval application for the change of use of an agricultural building into one residential dwelling (C3) and associated operational development	Object

**5.4 Planning Enforcement**

Cllr Appleton reported that he had been in contact with the SDC Enforcement officer regarding the demolition of the brick wall outside Calthorpe Cottage at the

	<p>junction of Boat Lane and Headland Road. Concern had been expressed that the wall was being replaced rather than repaired and that the colour of the new bricks was not appropriate. It was agreed that Cllr Appleton would contact them again to request involvement of the Conservation Officer.</p>	NA																																																							
	<p><b>5.5 Other planning matters</b> No matters discussed.</p>																																																								
<b>6.</b>	<b>Finance</b>																																																								
	<p><b>6.1 Approval of items requiring payment</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: right;">Base</th> <th style="text-align: right;">VAT</th> <th style="text-align: right;">Total</th> <th style="text-align: center;">Bdgt</th> </tr> </thead> <tbody> <tr> <td>Clerk Salary</td> <td style="text-align: right;">£582.40</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£582.40</td> <td style="text-align: center;">7</td> </tr> <tr> <td>Clerks Phone O2 (paid by DD)</td> <td style="text-align: right;">£12.99</td> <td style="text-align: right;">£2.60</td> <td style="text-align: right;">£15.59</td> <td style="text-align: center;">8</td> </tr> <tr> <td>Limebridge</td> <td style="text-align: right;">£1064.00</td> <td style="text-align: right;">£212.80</td> <td style="text-align: right;">£1276.80</td> <td style="text-align: center;">21,22,23</td> </tr> <tr> <td>Moore</td> <td style="text-align: right;">£1050.00</td> <td style="text-align: right;">£210.00</td> <td style="text-align: right;">£1260.00</td> <td style="text-align: center;">11</td> </tr> <tr> <td>Bank charges</td> <td style="text-align: right;">£8.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£8.00</td> <td style="text-align: center;">8</td> </tr> <tr> <td>Lodders Solicitors</td> <td style="text-align: right;">£1350.00</td> <td style="text-align: right;">£270.00</td> <td style="text-align: right;">£1620.00</td> <td style="text-align: center;">12</td> </tr> <tr> <td>Microsoft</td> <td style="text-align: right;">£39.20</td> <td style="text-align: right;">£7.84</td> <td style="text-align: right;">£47.04</td> <td style="text-align: center;">8</td> </tr> <tr> <td>WCC (clerking services)</td> <td style="text-align: right;">£350.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£350.00</td> <td style="text-align: center;">8</td> </tr> <tr> <td>Cllr D Holmes (Youth Club donation)</td> <td style="text-align: right;">£100.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£100.00</td> <td style="text-align: center;">15</td> </tr> <tr> <td><b>TOTALS</b></td> <td style="text-align: right;"><b>£4,556.59</b></td> <td style="text-align: right;"><b>£703.24</b></td> <td style="text-align: right;"><b>£5,259.83</b></td> <td></td> </tr> </tbody> </table> <p><b>Receipts</b> – £ nil <b>Transfer</b> - £3500</p> <p style="display: flex; justify-content: space-between;"> <span>Proposed – Cllr N Appleton</span> <span>Seconded – Cllr M Stanley</span> </p>	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	Limebridge	£1064.00	£212.80	£1276.80	21,22,23	Moore	£1050.00	£210.00	£1260.00	11	Bank charges	£8.00	£0.00	£8.00	8	Lodders Solicitors	£1350.00	£270.00	£1620.00	12	Microsoft	£39.20	£7.84	£47.04	8	WCC (clerking services)	£350.00	£0.00	£350.00	8	Cllr D Holmes (Youth Club donation)	£100.00	£0.00	£100.00	15	<b>TOTALS</b>	<b>£4,556.59</b>	<b>£703.24</b>	<b>£5,259.83</b>		
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	<p><b>6.2 Any Other Finance Matters</b></p> <p>The clerk was asked to remind Limebridge to formally accept the contract documents and to obtain a list of provisional dates for their visits.</p> <p>The draft budget would be discussed at the next meeting.</p>	<p>IW</p> <p>IW/ML</p>																																																							
<b>7.</b>	<p><b>Project Updates from Councillors</b></p> <p><b>Cllr Holmes:</b> most of the upper footpath along the river off Duck Lane had now been cut back by a volunteer although the debris still needed to be removed. Wayposts (9) had been collected from WCC. Cllr Holmes and Carter would arrange installation at a cost of £15 per waypost. This was agreed. The access gate from Synder Meadow to the adjacent Pickering farmland was flooded and DH would look to install sleepers to facilitate access.</p> <p><b>Cllr Jones:</b> she had been investigating grants. One fund for fruit trees would become available in December and she was obtaining the relevant grant form. She had received some quotations for the trees which needed to be reviewed. She would then report back. She was asked to advise the Allotment Trust that the</p>	SC/DH																																																							

	<p>Parish Council were proposing to plant trees along the Headland Road verge adjacent to the allotments.</p> <p><b>Cllr Stanley:</b> he would issue the latest traffic plans/proposals to councillors so that they could monitor matters whilst he was unavailable (likely to be for approx. 6 weeks). Councillors noted that the WCC traffic monitoring appeared to be shorter than usual and in slightly wrong places. Cllr Stanley would follow up on this with Graham Stanley at WCC and also request the monitoring data.</p> <p><b>Cllr Carter:</b> he observed that there were some issues with the Weston House development. Mud was being spread across the road close to the junction and the lorries were using roads they should not. Cllr Appleton would check the Construction Management Plan for the development and contact the site personnel. Cllr Stanley would contact WCC Highways regarding mud on the road and getting these swept.</p> <p><b>Cllr Appleton:</b> he advised that the Memorial Hall fee charging structure was changing in January 2025 and that changes to the website would therefore be required.</p>	<p>DJ</p> <p>MS</p> <p>NA/MS</p>
<p>8.</p>	<p><b>Communications</b> None were considered necessary at the present time.</p>	
<p>9.</p>	<p><b>Any Other Business</b> Remembrance Service – review of arrangements DJ expressed some concern about traffic management and recommended that those stopping traffic should be suitably trained. Those supervising traffic cannot unfortunately attend the service. She advised that ideally 14 volunteers were needed for traffic duty. Councillors thought it would be useful if some advance notice of the road closure could be given and also additional signage could be obtained. There were problems round the church with parked cars this year. It was agreed that the road does need to be closed in order to run the event, because of noise and hazard if the event is held outside. Councillors considered whether the service could be held inside but agreed this was not viable given the numbers of people attending and the location of the Memorial. There were also some difficulties with hearing/volume, although it was noted that it had been helpful for the teacher to hold the microphone for the children. Councillors wondered whether the speakers could be located elsewhere or if it was just a matter of turning up the volume. The importance of testing the sound system in advance was commented upon. It was also suggested that it might be possible to put some of the wreaths round the maypole (perhaps after the service) so that they were more visible.</p> <p>Cllr Jones would prepare a note about timing of the event and what is needed for councillors to discuss further as appropriate.</p> <p>The clerk to consider a document numbering system for formal documents added to the Shared Drive and also a folder structure.</p>	<p>DJ</p> <p>IW</p>

	<p>The clerk reported that the CiL extension agreement for Synder Meadow had been signed and returned to SDC. The new date for spending the funds was 31 December 2025. Two quotations had been received to date for the proposed works.</p> <p>Safeguarding training – DJ &amp; IW to be done by end January 2025</p> <p>Cllr Stanley reported that the Youth Club opens in 1 week’s time. Initially it will be for 10-13 years old. It was noted that the Bowls Club keen to become more part of the village and that they might be able to offer facilities to the youth club going forward.</p> <p>Cllr Carter gave an update on the Headland Road playing field. Attempts had been made to talk to both WCC and the School but no progress was currently being made to find a solution. Cllr Perteghella was still willing to act as a mediator but this would require all parties to agree.</p> <p>Councillors requested that draft minutes be circulated to them within 2 weeks of the meeting.</p>	DJ/IW
<b>10.</b>	<b>Dates of Future Meetings</b>	
	<ul style="list-style-type: none"> <li>• 17th December 2024 - Planning Committee Meeting, Memorial Hall</li> <li>• 7<sup>th</sup> January 2025 – Full Parish Council Meeting, Memorial Hall</li> </ul>	

Meeting closed at 20.50