

# FLYFORD FLAVELL, GRAFTON FLYFORD & NORTH PIDDLER PARISH COUNCIL

## Minutes of the Meeting held at Three Parishes Hall, Grafton Flyford, Worcester on Tuesday 17<sup>th</sup> July 2018

**Present**      S Kennedy                      S Nesbitt  
                    D Waide                         P Wakeman  
                    Mark Broughton - Taylor was present as Clerk  
                    District Councillor -         L Robinson  
                    County Councillor -         R Adams

Apologies      R Davey, J East

**2. Declaration of Interest:**    None

**3. Public Participation:**

Jenny Fazliu attended the meeting to enquire about the prospect of play and activity equipment on Flyford Green. She reminded councillors that the Village Design Statement had identified a lack of facilities in Flyford Flavell and that expectations had been raised that facilities would be provided on the green. The chairman responded on behalf of the council that there was still an intention to consult and implement some sort of provision. The parish council had set up a steering committee for the village green but this had lost some momentum recently. The council had also worked with the Flyford Social Committee to help with such things as the carol singing and summer picnic but no proposals had been put forward in this respect.

It was understood that those in need of such facilities may well not be involved in these two groups and so it would be helpful for them to liaise more closely with the Flyford councillors.

The clerk confirmed that the parish council was the best organization to take this matter forward as it owned the green and had access to funding from the District Council and other organizations. It was very much the council's concern that the green should be for the benefit of the whole community and not just the residents around it.

It was agreed that Pauline Wakeman would in the first instance liaise with Jenny and the other groups to discuss possibilities. The clerk offered to convene a working group in the autumn if this would help to move things forward.

**4. Minutes of the AGM on 22<sup>nd</sup> May 2018**

Minutes of the meeting held on 22<sup>nd</sup> May 2018 were accepted as a true record of the meeting.

Proposed Simon Kennedy    Seconded Pauline Wakeman    All in favour

The minutes of the ordinary meeting held on the same day were deferred until next meeting to check details.

**5. Matters Arising from the Minutes:**

The chairman raised the matter of the sign for the Village Green. The clerk stated that there was no progress to report.

**6. Correspondence:**

A letter of thanks had been received from the chair of the Flyford Social Group concerning the provision of the extra tables through the NHB scheme.

**7. Local Police Officer and Community Support Officer:**

A report had been received from the local police officer as follows:

The team have four crimes to report this month

Theft of garden ornament 08/06

Make off without payment at service station 29/06

Theft of number plates 02/07

Attempt theft of vehicle 02/07

We have no other issues to report but if the Parish have anything to raise please let me know.

**8. Broadband:**

Steve Nesbitt presented his written update report concerning the broadband campaign as follows:

**Broadband Update – July 2018**

**Background**

Openreach returned their initial proposal on 7<sup>th</sup> February 2018.

Their proposal was based upon providing Fibre to the Premises (FTTP) to 61 addresses (the original 94 addresses submitted were reviewed by Openreach who concluded that a number were already receiving a good service or were included in wider rollout plans, so were removed from our list).

The price quoted was £155,948 for 61 properties, equating to £2,556 per property.

After funding through the Local Body Partnership Scheme, each property would have been required to contribute £628. If the BDUK subsidy of £350 available, then the contribution per household would have become £278.

Following a period of consultation with the community, the Parish Council asked Openreach to revisit their proposal, adding back properties that they had removed, and to provide alternative approaches to the solution. These alternatives were to include an option to split the implementation into 3 separate projects.

In brief, the outcome of our request was:

- The number of properties went back up to 92
- The option to run 3 projects did not prove cost-effective (the cost per property went up to around £3,000)
- An initial indicative cost for a single project covering all 92 properties was quoted at £188,498 equating to £2,048 per property – an improvement on the February proposal, but still requiring a substantial contribution from households

The Parish Council asked Openreach to review this quote further and to include a 'community self-dig' option (as civil engineering costs can account for over 40% of the overall cost).

### **Current Status**

On 14<sup>th</sup> June 2018, Openreach presented their revised offer:

- A single project covering all 92 properties (now 90 after removal of duplicates), at a cost of **£52,495** including VAT and including all civil engineering costs (i.e. no requirement for community self-dig).
- This offer equates to a much reduced cost per property of **£583** *before any* voucher subsidies

In the meantime, the government introduced another subsidy scheme in the shape of the Gigabit Broadband Voucher Scheme (GBVS), which is funded by a pot of £67m and aims to provide vouchers worth up to £3,000 for SME businesses or £500 to residents (as part of a group project) to help with the costs of connecting to FTTP.

The Parish Council immediately went about identifying a sufficient number of businesses and residents willing to participate in this scheme to cover the entire £52,495 cost, and our formal application was submitted on 26<sup>th</sup> June.

This means that, subject to approval, our enhanced community scheme covering 90 properties in Libbery, Grafton Flyford, North Piddle and the lower end of Flyford Flavell along the A422 can be delivered entirely within the subsidy and at no cost to the individual households.

### **Next Steps**

The scheme now has to be approved by the Department of Culture, Media and Sport (DCMS). Assuming that this approval is forthcoming, Openreach will then ratify the premises to be connected and work should begin with a view to superfast broadband being available by this time next year.

**9. Flyford Green:**

It was reported that 2 benches have been ordered and will be installed in the next week or so.

**10. New Homes Bonus:**

The clerk reported on a seminar provided by Wychavon District Council on 5<sup>th</sup> July entitled “ Supporting Communities”. A copy of the summary of the seminar is appended to the minutes. The clerk highlighted a number of matters:

Deputy Managing Director, Vic Allison, had encouraged parish councils to “invest to spend”. This is a strategy that Wychavon follows which has provided robust finances for the authority.

In future New Homes Bonus will be paid to Parish Councils as a legacy grant for projects between £10,000 - £100,000. Initial expressions of interest opened on 6<sup>th</sup> July and will close on 23<sup>rd</sup> November. A screening process will then take place and councils that comply with the criteria will be invited to make a formal application next year.

Wychavon have also introduced a Village of Culture Scheme and the clerk thought that this may be a project for collaboration between the parish council and TPH team. (See addendum for further details).

**11. Three Parishes Hall:**

John Wood (Treasurer) and Rob Thompson (Events Organizer) presented a proposed scheme of improvement for the village hall. This would be funded from the New Homes Bonus Legacy Scheme which would require backing from the parish council.

Slides describing the proposals are appended to the minutes.

The chairman and councillors indicated the council’s enthusiastic support for the proposals and asked the TPH team to present a suitable document to the next parish council meeting so that an initial expression of interest can be made to Wychavon District Council. Councillors thought that the scheme would fit the criteria for a legacy project but pointed out that any scheme would have to demonstrate some commercial rigor and benefit to the community. Concern was raised that Flyford Flavell residents had rarely used the hall, partly because of its location, and that the council would like to see how this would be addressed in the proposals. Mr Thompson stated that they were aware of the issue and that the TPH team were taking positive steps to encourage a wider use of the hall. There will be an open day on 2<sup>nd</sup> September as a first step but the team were in the process of building bridges in the community following

several years of a negative relationship. Councillors also asked the team to consider the car parking arrangements.

## 12. Speed Control Bishampton Road:

No further information was available concerning any action proposed by W.C.C. concerning the speed tests undertaken on Bishampton Road in the spring. Rob Adams and the clerk will make further enquiries.

It was noted that the TAS had not yet been moved to the Bishampton location and it was thought that it was not working at the moment anyway. The clerk promised to investigate straight away.

## 13. South Worcestershire Development Plan:

The clerk reported that the three initial consultations had now closed. One of these had been a call for development sites and 800 - 900 applications had been received. These do include all the old sites that had already been submitted as this is a new exercise under slightly differing criteria. There should be opportunity for Parish Council to be consulted in the autumn but the clerk was asked to write to Andrew Ford and ask for more specific details. The clerk reported that there were some strategic changes to the plan envisaged and that it was hoped in the future to be more infrastructure lead. The plan has now been extended to 2041 but that meant that more interim updates may be made which leads to more uncertainty about planning policy. However, it had been stated that future development policy would concentrate housing around established large settlements or a new town and that the smaller villages were not to be targeted for development as before.

### To report approvals

- |      |  |                |
|------|--|----------------|
| i).  | Church Farm<br>Church Lane<br>Flyford Flavell<br>WR7 4BZ<br>Two Storey Extension | W/18/01102/HP  |
| li). | The Old Rectory<br>Bishampton Road<br>Flyford Flavell                            | W/18/00869/FUL |

WR7 4BT

Proposed filed shelter and tractor store on agricultural land

- iii). Westward House 18/00868/HP  
 Bishampton Road  
 Flyford Flavell  
 WR7 4BU  
 Convert existing garage to accommodation

#### **14. Highways/Footpaths:**

It was noted that some repairs had been carried out on Bishampton Road but both local councilors who had seen the repair and Rob Adams as County Councillor thought that the work was poor and inadequate. Representations to Highways are to be made.

The clerk reported that Highways were planning some works to the North Piddle Bridge on the A422. There is no information about time scale or whether there will be any disruption to traffic. Further updates will be given when available.

#### **15. Report from District Councillor:**

Cllr. Robinson reported that consideration was being given to change the traditional ward walk to an evening event to give the opportunity for more people to meet the district councillor. This would probably take place in October at Peopleton Village Hall and our councilors and residents would be invited to attend. There would be refreshments and representatives for the police, district council, planning and other services in attendance to give general advice.

Cllr. Robinson reported that the cycle tour was a great success and had been broadcast on Sky Sport. It is hoped that the tour will come to Wychavon again next year and that the finish may be within the district next time.

#### **16. Report from County Councillor:**

Cllr. Adams noted the hard work that Steve Nesbitt had put into the broadband issue and the time that had been spent with C.C. officials. Steve was thanked for his hard work. Cllr. Adams also stressed the point that as the C.C. was under great financial strain at the moment it was appreciated when parish councils took on some of the burden of the work themselves.

It was noted that over the next few months there will be a considerable amount of road works in the county and that there seemed to be a lack of co-ordination about when some conflicting works will be carried out. The public was urged to

be vigilant about road closures to ensure that they were not unduly inconvenienced by the improvements. Particular bottle neck to observe will be, Parkway Station site, Carrington Bridge, Six Ways and Station Road, Pershore.

W.C.C. are introducing a scheme to discourage the use of "one time" plastics and certificate will be given to SME businesses that demonstrate good practice such as eliminating the use of throw away cups.

W.C.C. is embarking on a road show to promote its services. One of the shows will be at the Plum fair in Pershore.

It was noted that PACT had not convened for a long time now but a new police officer, Zoe Caster, had been appointed and Cllr. Adams hoped that she would liaise more closely with the communities.

## 17. Treasurer's Report:

### 17.1 Balances

Balances were:	Deposit Account	£16,593.13
	Current Account	<u>£2,926.81</u>
		£19,519.94

Made up of:	General Fund	£17,949.94
	Funds Invested	£88,042.39
	Appeal Fund	<u>£1,570.00</u>
		£107,562.33

The chairman asked the clerk to show the figures for the income and expenditure on Flyford Green separately. The clerk and chairman agreed to work out a template for doing this for future meetings.

## 18. Any Other Business:

The clerk reported on a recent guided tour to Grafton Wood he had been on and recommended that councilors would find the tour very interesting. The clerk was asked to arrange a tour for them some time next year with John Tilt.

Meeting closed at 10.15pm.

## 19. Dates of Next Meetings: 4<sup>th</sup> September 2018

2018	22 January 2019
	19 March
22 May	21 May
17 July	16 July
4 September	17 September
20 November	19 November

Signed:

Date:

# **Three Parishes Hall, Grafton Flyford**

Application for New Homes Bonus funding  
for extension

- Parish Council Update – 17<sup>th</sup> July 2018

# Background

- The Three Villages Hall was established in its present form as a village hall for the settlements of Flyford Flavell, Grafton Flyford, North Piddle and Libbery in 1995.
- The building was purchased off the Diocesan Board Of Finance after it had lain empty for some years.
- The Hall is administered as a trust and is registered as a charity with the Charity Commission.
- The Hall was used as a school for many years and has 17<sup>th</sup> Century origins.
- There is clear evidence from the community that the hall is still required and can be a valuable resource for the community, but this is limited by layout and space.

# Perceived Shortcomings of the present facility

- Hall is too small for receptions and village functions such as charity nights
- There is no storage facility for equipment
- Poor catering facilities
- Poor acoustics for hard of hearing
- L-shaped design limits use
- Poor entrance is unwelcoming
- Poor heating
- Very basic

# Key aspects of improvements envisaged

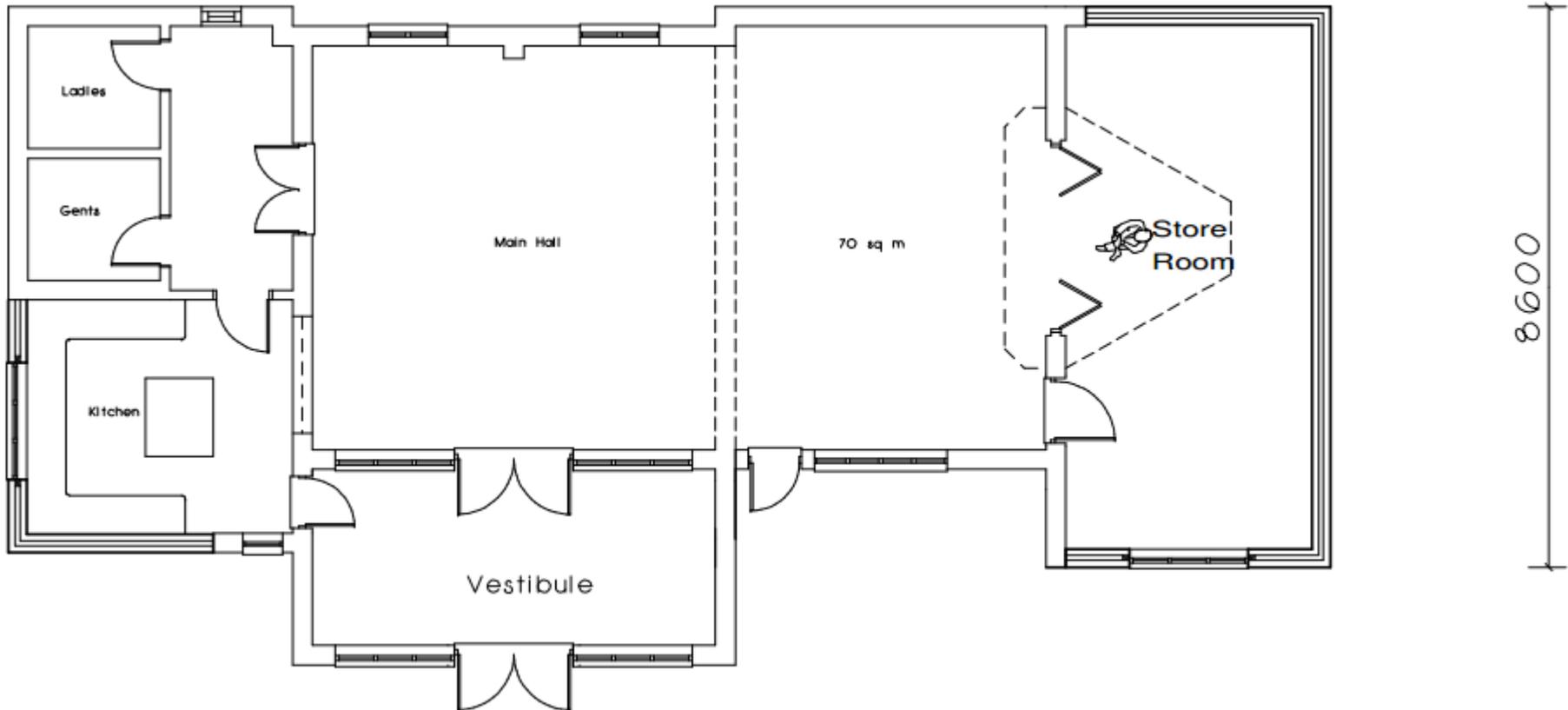
- To enlarge the hall by making it a more regular shape to hold between 60 and 70 people in comfort and to allow an occasional overspill into the lobby area for larger gatherings.
- To provide storage so that interested user groups have space for permanent storage of equipment.
- To provide better toilet facilities to serve a larger group of people in the building.
- To provide better catering facilities to encourage more use of the facilities and a wider variety of users.
- To equip the hall with better quality audio and visual equipment to enable a wider use of the facilities including film shows and home worker support.
- To increase safety and security with the provision of outside lighting and other such features.
- Introduce renewable energy sources such as solar cells to help with running costs.

# Proposed Plan

The Three Parishes Hall  
Grafton Flyford, Flyford Flavell and North Piddle

Plan of the Existing Hall January 2013  
Following the refurbishment in 1995

With proposed additional storage and gable moved forward and new kitchen to form rectangular hall.



# Estimated Costs

- It is envisaged the work would be carried out in 3 stages:
  1. New Store Room – £30k
  2. New gable and reception area – £30k
  3. Move kitchen location – £30k
- Total = £90k

# Next Steps

- July 2018
  - Apply for New Homes Bonus Stage 1 (Expression of interest)
- August – December 2018
  - Create formal drawings for extension
  - Obtain detailed cost breakdown
  - Obtain additional information for NHB (e.g. consultation on local area)
- January 2019
  - Apply for New Homes Bonus Stage 2 (Full application)
- March 2019
  - Obtain funding approval and put work out to tender for construction partner
- May 2019
  - Commence work on all 3 stages of development

# WYCHAVON

## Supporting communities event

5 July 2018 at Civic Centre, Pershore

### Event summary

This is a summary of our **Supporting communities event**. The event was designed to provide information on a range of topical issues and opportunities to help parish and town councils support their communities. Around 60 people attended, including representatives from a wide range of parish and town councils and some district councillors. You can view the [presentation slides here](#).

### Welcome and introduction

**Cllr Audrey Steel**, Chairman of Wychavon's Localism and Community Funding Advisory Panel welcomed everyone and introduced the programme for the evening.

### Latest news

**Cllr Linda Robinson**, Wychavon's Leader, was pleased to see so many parts of the district represented. She highlighted some of the 14 new promises that the council agreed in February as part of its [strategy](#) for 2018/19. These include extra support for people affected by Universal Credit, building the first homes through the Wychavon housing company and a three year campaign to tackle littering and use of plastics. There is also a focus on tackling social mobility and ensuring all of the district's children and young people have the best start in life.



Linda mentioned a series of upcoming workshops for parish/town councils and community groups. The first, on Saturday 20 October, will cover running a successful village hall.

**Vic Allison**, Deputy Managing Director, shared news about draft Council Tax thresholds and Council Tax referendums. While the government published its intentions in December 2017, a definitive position is still not confirmed.

Linda concluded by highlighting the recent winners of the 2018 Wychavon Intelligently Green Awards and we watched films about two of the winners. One [film](#) featured Chris and Kathy Haynes who have been instrumental in improving the energy efficiency of Harvington Village Hall and incorporating green policies into Harvington's Neighbourhood Plan. The second [film](#) focused on the community pantry, playground peddlers and bike swap library run by Evesham Adventure Playground Association.

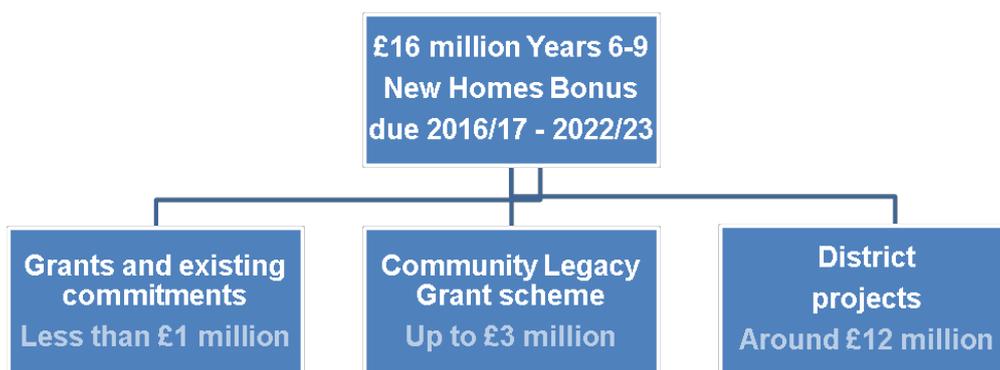
**More information:** [www.wychavon.gov.uk/ourstrategy](http://www.wychavon.gov.uk/ourstrategy)  
[www.intelligently-green.com](http://www.intelligently-green.com) (view films of the all the winners)

## New Homes Bonus

**Vic Allison**, Deputy Managing Director, shared the good news that Wychavon is set to receive in the region of £16 million of [New Homes Bonus](#) for homes built and occupied between October 2014 and October 2018. This presents a significant opportunity to invest in the district and make a lasting impact. Vic did a recap of New Homes Bonus and how it's calculated. There is still well over £1 million of the £3.5 million we've allocated to local communities available for [parish and town councils](#).



Vic outlined Wychavon's plans to use its Years 6 to 9 New Homes Bonus. These are detailed in our [2018-2022 New Homes Bonus Protocol](#) and are summarised below.



The £3 million [Community Legacy Grant scheme](#) is for innovative and ambitious capital projects that create a lasting community legacy and also start-up funding for smaller, innovative schemes.

Cherrie Mansfield, Strategy and Performance Manager, outlined how the Community Legacy Grant scheme will operate. There will be a two stage competitive bidding process in 2018, 2019 and 2020. Parish and town councils may make up to two applications a year. Initial [expressions of interest](#) are open until 23 November. Parish/town councils whose proposals align with the overall aims of the scheme and meet the criteria will be invited to submit more detailed applications by 18 January 2019.

**More information:** Tracy Perkins, Localism and Communities Officer  
01386 565517 | [tracy.perkins@wychavon.gov.uk](mailto:tracy.perkins@wychavon.gov.uk)  
[2018-2022 New Homes Bonus Protocol](#)  
[www.wychavon.gov.uk/newhomesbonus](http://www.wychavon.gov.uk/newhomesbonus)

## Wychavon Village of Culture

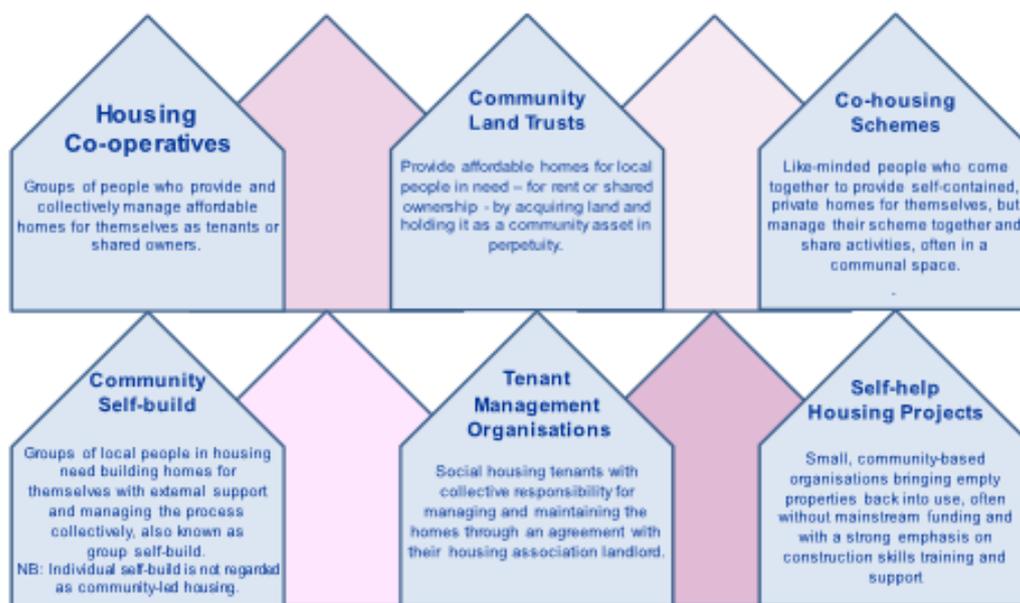
**Jem Teal**, Community Development Manager, introduced the Wychavon Village of Culture competition. This is an opportunity for villages, or clusters of villages and hamlets, to apply to win £5,000 to deliver a programme of cultural activity during 2019 and be crowned Wychavon Village of Culture. Two areas will be highly commended and will each receive £1,000. Expressions of interest open on 20 July.

**More information:** Mark Williams, Sports Development Officer  
01386 565229 | [mark.williams@wychavon.gov.uk](mailto:mark.williams@wychavon.gov.uk)

## Community led housing

**Kim Barton**, Community Led Housing Enabler, introduced the Community Led Housing Fund, which is available to support community housing projects that help solve affordable housing needs. Community led housing schemes can also help communities become more resilient and self-sufficient through enabling people to remain in their local area and contributing to the viability of schools and other local services.

Kim outlined a number of different approaches to community-led housing and shared some local examples of Community Land Trusts and housing co-operatives.



The government has just announced an additional fund to further increase community led housing schemes. Kim urged any parishes with ideas about possible schemes to contact her as soon as possible.

**More information:** Kim Barton, Community Led Housing Enabler  
01386 565252 | 07891 840949 | [kim.barton@wychavon.gov.uk](mailto:kim.barton@wychavon.gov.uk)  
[www.wychavon.gov.uk/community-led-housing-fund](http://www.wychavon.gov.uk/community-led-housing-fund)

## South Worcestershire Development Plan Review

Andy Ford, Senior Planning Officer, explained the rationale for reviewing the South Worcestershire Development Plan (SWDP) and the scope of the review. The government is proposing a standard methodology as the starting point for determining housing need. The assumption is that the review will need to plan for at least the annual levels of growth in the current SWDP. Andy outlined the review timetable for the review. The first opportunity to get involved is the issues and options consultation on high level matters at the end of this year.

**More information:** [www.swdevelopmentplan.org](http://www.swdevelopmentplan.org)  
01386 565565 | [contact@swdevelopment.org](mailto:contact@swdevelopment.org)  
[andrew.ford@wychavon.gov.uk](mailto:andrew.ford@wychavon.gov.uk)



## Data protection for parish councils

**Gemma Harris**, Legal Executive/Deputy Data Protection Officer, provided an overview of the General Data Protection Regulation (GDPR), which came into UK law in May 2018. It expands the definition of personal data to include a much wider range of information including IP addresses, location information and photographic images. It also gives individuals increased rights over their data.

Gemma outlined the principles of GDPR and the basis on which personal data can be processed. She offered practical recommendations for parish/town councils, these included publishing privacy notices, deleting historic or out-of-date data and registering with the Information Commissioner's Office as a Data Controller.

**More information:** [Information Commissioner's Office](#)  
[NALC GDPR toolkit](#)



Follow us  | Like us  | [www.wychavon.gov.uk](http://www.wychavon.gov.uk)

 **WYCHAVON**  
**DISTRICT COUNCIL**  
*good services, good value*