

STOURPORT-ON-SEVERN TOWN COUNCIL

SUE SAUNDERS
TOWN CLERK

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THE CIVIC CENTRE
NEW STREET
STOURPORT-ON-SEVERN
WORCS
DY13 8UN

4th April 2019

SS/AP/April 2019

TO ALL MEMBERS OF STOURPORT-ON-SEVERN TOWN COUNCIL

Dear Sir/Madam

MEETING OF THE COUNCIL - TUESDAY 9TH APRIL 2019

You are hereby summoned to attend a MEETING of STOURPORT-ON-SEVERN TOWN COUNCIL to be held **in the Courtroom of the Coroner's Service at the Civic Centre, New Street, Stourport-on-Severn, on Tuesday 9th April 2019**, commencing at 7.00 p.m, for the purpose of transacting the business set out in the Agenda below.

Yours faithfully

Sue Saunders

Town Clerk

AGENDA

1. To receive apologies for absence.
2. To confirm and sign the Minutes of the Meeting of the Council held on the 12th February 2019. (Appendix 1)
3. Declarations of Interest - to invite Members to declare any interest in any item on this Agenda.
4. To receive such communications as the Mayor may desire to submit (a separate list of the Mayor's engagements since the Council's Meeting on the 12th February 2019 is appended). (Appendix 2a and 2b)
5. Parks Committee – to receive the recommendations in Minute Nos. 29 to 32 of the Meeting of the Parks Committee held on the 28th March 2019. (Appendix 3)

6. To consider the following applications for planning permission, together with any applications received since the publication of this Agenda, and to make recommendations thereon to the District Council:-

- a. **WF.19/0101/TREE** – Removal of overhanging branches from driveway at 31 Areley Court, Stourport-on-Severn, DY13 0AR. **Refuse.**
- b. **WF.19/0129/TREE** – Yew – Crown thin by 15%, crown lift to 9ft and reduce crown by 20%. Fell small tree at 28 Dunley Road, Stourport-on-Severn, DY13 0AX. **Approval with slight modification of the works to the yew.**
- c. **WF.19/0146/FULL** – Single storey front garage extension and alterations to front driveway and access at 17 Areley Court, Stourport-on-Severn, DY13 0AR. **Delegated Decision, currently at a refusal. It is not maintaining the openness of the corner plot. I've asked for it to be scaled back but it may only be by 1m which I don't think would be sufficient. It is currently proposed 5m and I believe maybe 2m could be acceptable but I do not think they'll budge. I can update you on this as it progresses.**
- d. **WF.19/0148/FULL** – Single storey rear extension at 5 Meadow View, Stourport-on-Severn, DY13 0JS. **Delegated Decision Approval.**
- e. **WF.19/0150/FULL** – Erection of 106 dwellings with car parking, new estate roads, and associated infrastructure at Former Midland Industrial Plastics Site, Steatite Way, Stourport-on-Severn, DY13 8PQ. **Looking at a May Planning Committee. We are awaiting for a number of consultee responses and clarification. In principle this is a strategic site that is allocated within the adopted plan and in the emerging local plan and therefore is acceptable. A number of objections have been received on details matters from residents. Recommendation for the TC – Approval subject to the final comments of consultees and resolution of any issues that may arise.**
- f. **WF.19/0152/COU** – Proposed revised layout of building and offices to include the removal of existing office buildings and construction of replacement industrial storage building, amendment to existing workshop to include new two storey office inside existing building at D E Talbot Transport, Summerway Landfill, Hillary Road, Stourport-on-Severn, DY13 9JP. **Yes we are currently processing the applications below, for the 2nd and 3rd applications as listed in your email below I can confirm that they propose to operate these activities are they currently do. With regard to the 1st application listed in your email below the applicant is proposing to replace the existing temporary portacabins on site with a new industrial building and within part of the existing workshop they propose to install an office / kitchen facilitates.**

To date we have not received any letters of representation commenting on the proposal.

- g. **WF.19/0153/COU** – Variation to condition 1 of planning permission: 13/000054/CM to allow for continued use of the site for recycling of soils for screening for off-site distribution at D E Talbot Transport, Summerway Landfill, Hillary Road, Stourport-on-Severn, DY13 9JP. **See above comments for WF.19/0152/COU.**

- h. **WF.19/0154/COU** – Variation to condition 1 of planning permission: 13/000053/CM to allow for continued use of the site for importation and stockpiling of hardcore and road plainings for off-site distribution at D E Talbot Transport, Summerway Landfill, Hillary Road, Stourport-on-Severn, DY13 9JP. *See above comments for WF.19/0152/COU.*
 - i. **WF.19/0155/TCA** – Fell Multi-Stem Sycamore at 10 Parkes Passage, Stourport-on-Severn, DY13 9EB. **Approval.**
 - j. **WF.19/0167/FULL** – Enlarge and alter existing dormer to front at 3 Pinedene, Stourport-on-Severn, DY13 9NG. **Delegated Decision, approve. This will have insignificant impact and is acceptable.**
 - k. **WF.19/0171/TCA** – Trim cherry by 1 metre all around, and crown lift willow by 1.5 meters at The Lower House, Areley Lane, Stourport-on-Severn, DY13 0TA. **Approval.**
 - l. **WF.19/0175/FULL** – Extension above garage and replacement of conservatory for construction of garden/sitting room at 104 Steatite Way, Stourport-on-Severn, DY13 8PD. **Delegated Decision Approval.**
 - m. **WF.19/0176/FULL** – Proposed single storey rear extension to replace existing conservatory at 71 Manor Road, Stourport-on-Severn, DY13 9DW. **Delegated Decision, approve. It is deemed acceptable due to the levels of the houses.**
 - n. **WF.19/0088/FULL** – Two storey side extension at 38 Lower Lickhill Road, Stourport-on-Severn, DY13 8RH. (Revised) **I am happy with the revised scheme and have written it up for approval.**
- 7. Arising from consideration of the applications for planning permission under Agenda Item 7 above, to determine whether there is any application, or applications, in respect of which the Council wishes to submit representations direct to the District Council's Planning (Development Control) Committee.
 - 8. To report the decisions of Wyre Forest District Council in respect of past planning applications. (Appendix 4)
 - 9. Update from Councillor Mrs N Martin on Safer Neighbourhood Watch.
 - 10. Elections May 2019.
 - 11. Rental of Civic Centre Office Spaces.
 - 12. Accounts
 - 13. Any other business in accordance with Standing Orders.



**MINUTES OF A MEETING OF STOURPORT-ON-SEVERN TOWN COUNCIL HELD
IN THE CORONERS COURTROOM, CIVIC CENTRE, STOURPORT-ON-SEVERN
AT 7.00 P.M. ON TUESDAY 12TH FEBRUARY 2019**

PRESENT: The Town Mayor (Councillor D Little) (In the Chair)
 Councillors Mrs J Bennett
 T Berry
 C J Brewer
 M C Freeman
 K Henderson
 Mrs L Henderson
 Mrs V Higgs
 R Lloyd
 Mrs N Martin
 M A Salter
 D Sheppard
 Mrs J Sheppard
 Mrs G M Smith
 N Thomas
 H Williams

109. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Rogers.

110. MINUTES

It was **RESOLVED** that the Minutes of the Meeting of the Council held on 8th January 2019 be confirmed as a correct record and signed by the Mayor.

111. DECLARATIONS OF INTEREST

There were no declarations of interest.

112. MAYORS COMMUNICATIONS

The Mayor and Deputy Mayor's engagements were circulated and noted.

**113. PARKS COMMITTEE – TO RECEIVE THE RECOMMENDATIONS IN
MINUTE NOS. 24 AND 25 OF THE MEETING OF THE PARKS
COMMITTEE HELD ON THE 22ND JANUARY 2019**

The Chairman presented the minutes and these were agreed.



114. FINANCE COMMITTEE - TO RECEIVE THE RECOMMENDATIONS IN MINUTE NO. 15 OF THE MEETING OF THE COMMITTEE HELD ON THE 5TH FEBRUARY 2019

The Treasurer took Members through the report and highlighted the following:

The budget showed a surplus balance of £52,580 for the year 2019/20 which was in line with what Councillors had agreed. It was noted that in April 2016 there was a surplus of £119K. There were a few factors of unexpected costs during the previous year and these included, the withdrawal of the Council Tax Compensation Grant, the Town Council taking over the Riverside Padding Pool from WFDC, increase in hours for the new Town Clerk, lack of tenants in the office units and manual staff not being on correct salary scales.

It was proposed and agreed that a 6.44% increase in the precept would be made which represented a £1.90 increase in a Band D property. The Treasurer advised members that a similar-sized increase in the precept may be required in 12 months time.

In response to a Member query, it was reported that the budget for the tree inspection arrangement was a Service Level Agreement with WFDC and the Playground inspection arrangement was in place with Wicksteed.

It was also stated that that the £7,000 reported in the 2018/19 budget for toilets had not been used and would be allocated for other budget items in 2019/20.

The Mayor proposed that the budget of £2,700 for grant donations be reallocated to each individual councillor to donate to charities/organisations as they wished but it was decided that the Grants Committee would look at this.

The Town Clerk reported that the 01299 telephone number for the Town Council was costing the Council approximately £1,000 per year whereas the 01562 number which was part of the IT SLA cost approximately £40 per year. A discussion took place and it was agreed to phase out the number.

The treasurer left the meeting at 7.20pm.

115. APPLICATIONS FOR PLANNING PERMISSION

Consideration was given to consultations by the District Council on the following applications for planning permission, and it was RESOLVED that the District Council be informed of the Town Council response to each consultation, as set out below:-

- a. **WF.18/0781/FULL** – Demolish existing garage and replace with single storey garage along with alterations to access and provisions of gates at 26 Dunley Road, Stourport-on-Severn DY13 0AX.

Recommend Approval.



- b. **WF.19/0019/FULL** – Demolition of garage and erection of a two-bed bungalow with associated parking and amenity space at 85A Areley Common, Stourport-on-Severn DY13 0NG.

Withdrawn.

- c. **WF.19/0023/FULL** - Demolition of garage and erection of detached building to provide ancillary accommodation for dependant relative at 11 Burlish Crossing, Stourport-on-Severn DY13 8QA.

Recommend Approval.

- d. **WF.19/0037/S73** – Variation of condition 2 of 17/0104/RESE to allow amendments to the position of dwellings and other associated changes including relocation of footpath link at Vale Road Car Park, Stourport-on-Severn DY13 8YJ.

Refused.

- e. **WF.19/0041/FULL** – Proposed two storey side extension, porch and bay window at 76 Mostyn Road, Stourport-on-Severn DY13 8PN.

Recommend Approval.

- f. **WF.19/0052/FULL** – Two storey extension and proposed detached garage at 2 Bullus Road, Stourport-on-Severn DY13 9DG.

Recommend Approval.

- g. **WF.19/0054/FULL** – Change of use of land from leisure centre & associated parking to a touring caravan site with associated reception building and infrastructure at former Stourport Sports Club, Harold Davies Drive Stourport-on-Severn DY13 0AA.

Deferred.

- h. **WF.19/0058/FULL** – Erection of part two storey, part single storey front extension at 110 Abberley Avenue, Stourport-on-Severn DY13 0LU.

Deferred

- i. **WF.19/0059/FULL** – Erection of first floor side extension at 22 The Birches, Stourport-on-Severn DY13 9NN.

Deferred.

- j. **WF.19/0071/TREE** – Fell sycamore at 32 Dunley Road, Stourport-on-Severn DY13 0AX.

Deferred.



116. ARISING FROM CONSIDERATION OF THE APPLICATIONS FOR PLANNING PERMISSION

Noted.

117. DECISIONS ON PAST PLANNING APPLICATIONS

Members had been circulated with a list of the decisions of the District Council in respect of past planning applications and, it was **RESOLVED** that the list be noted.

118. UPDATE FROM COUNCILLOR MRS N MARTIN ON SAFER NEIGHBOURHOOD WATCH

Councillor Mrs N Martin stated that she would be inviting PC Maher to the next Town Council Meeting.

It was noted that Inspector Jacob Wright was leaving his role as the Wyre Forest Safer Neighbourhoods Policing Inspector to take up another position within the police and Councillors wished to put on records their thanks.

119. VISIT BY COUNCILLORS TO ENVIROSORT, PERSHORE

Councillor K Henderson informed Members he had attended the EnviroSort site at Pershore and felt that it would be beneficial for all councillors to attend. It was agreed that the Town Clerk would contact EnviroSort to arrange a visit.

120. ACCOUNTS

The Town Clerk reported that Accounts for January totalling £42,557.85 had been paid since the last meeting and it was **RESOLVED** that the report be noted and approved. A Schedule of the Accounts paid was appended at the end of these Minutes, in the Council's Minute Book, and was available for general inspection.

121. ANY OTHER BUSINESS

None.

Town Mayor

The meeting closed at 7.33pm.



STOURPORT-ON-SEVERN TOWN COUNCIL
COUNCILLOR D LITTLE

LIST OF MAYORAL ENGAGEMENTS SINCE 13TH FEBRUARY 2019

- | | | |
|------------|------------------------|---|
| 134 | Saturday 16th February | (Malvern Hills District Council Chairman) Glits and Galmour Cinema Evening - Upton-on-Severn Memorial Hall (<i>attended by Deputy Mayor, Councillor Mrs N Martin</i>) |
| 135 | Friday 22nd February | (Bromsgrove District Council Chairman) Charity Thai Night - Maekong Thai, Bromsgrove |
| 136 | Saturday 23rd February | (Mayor of Pershore) Rock Chort Concert - Pershore Abbey (<i>attended by Deputy Mayor, Councillor Mrs N Martin</i>) |
| 137 | Friday 1st March | (Freda Napper) World Day of Prayer - Vernon Hall, Stourport-on-Severn |
| 138 | Friday 1st March | (Mayor of Kidderminster) Mayors Ball - Kidderminster Town Hall |
| 139 | Sunday 3rd March | (Worcestershire County Council Chairman) Civic Service - Worcester Cathedral |
| 140 | Monday 4th March | Tour of Stourport Clock Tower |
| 141 | Tuesday 5th March | (Mayor of Ludlow) Charity Thai Curry Evening - 3 Market Street, Ludlow |
| 142 | Monday 11th March | (Chair of Wyre Forest District Council) Fly a Flag for the Commonwealth, Wyre Forest District Council |



STOURPORT-ON-SEVERN TOWN COUNCIL
COUNCILLOR D LITTLE

LIST OF MAYORAL ENGAGEMENTS SINCE 13TH MARCH 2019

- | | | |
|------------|---------------------|--|
| 143 | Friday 15th March | (Stourport Town Council) Mayor's Charity Quiz Night - Civic Hall, Stourport-on-Severn |
| 144 | Saturday 16th March | Stourport Yacht Club's Annual Dinner - Yacht Club, Stourport-on-Severn |
| 145 | Sunday 17th March | (Malvern Hills District Council) Chairman's Civic Service - St Peters and St Pauls, Upton upon Severn (<i>Attended by Deputy Mayor, Councillor Mrs N Martin</i>) |
| 146 | Friday 22nd March | (Stourport Town Council) Mayor's Charity Ball - Yacht Club, Stourport-on-Severn |
| 147 | Thursday 28th March | (Stourport Town Council) Park Committee Meeting - Civic Centre, Stourport-on-Severn |
| 148 | Friday 29th March | (Wyre Forest District Council) Chairman's Charity Dinner "Posh Pies and Puds" - Rowberry's Nursery, Lower Chaddesley Corbett |
| 149 | Saturday 30th March | (Evesham Town Council) Mayor's Fundraising Buffet Breakfast - Vale of Evesham Christian Centre |
| 150 | Tuesday 2nd April | (Stourport Town Council) Pre-Agenda Briefing (for Council) - Civic Centre, Stourport-on-Severn |
| 151 | Saturday 6th April | (Persore Town Council) Mayor's Fundraising Concert "The Daleian Singers" - Persore Abbey |
| 152 | Sunday 7th April | (Bromyard Town Council) Bromyard Speed Festival |
| 153 | Tuesday 9th April | Stourport-on-Severn Town Council Meeting, Civic Centre, Stourport-on-Severn |



**MINUTES OF A MEETING OF THE PARKS COMMITTEE
OF STOURPORT-ON-SEVERN TOWN COUNCIL
HELD IN THE MAYOR'S PARLOUR, CIVIC CENTRE, STOURPORT-ON-SEVERN
3.00PM ON THURSDAY 28TH MARCH 2019**

PRESENT: Councillors: Mrs V M Higgs (Chair)
Mrs J Bennett
C Brewer
K Henderson
D Little

Officers: Mrs S Saunders (Town Clerk)

26. APOLOGIES FOR ABSENCE

There were no apologies for absence.

27. MINUTES

It was **RESOLVED** that the Minutes of the meeting of the Committee held on 22nd January 2019 be confirmed as a correct record and signed by the Chairman.

28. DECLARATIONS OF INTEREST

None.

29. QUOTATIONS FOR CLEANING AND REPAIRS TO THE WWI MEMORIAL

The Town Clerk reported that two quotations had been received for the cleaning of the war memorial in the gardens. An email from the Conservation Officer at Wyre Forest District Council had advised that as the memorial was listed, that only cleaning be carried out in the first instance. Members agreed to this and the Town Clerk was asked to arrange.

30. SIGNAGE AT WAR MEMORIAL PARK

The Town Clerk advised quotations had been received for various new notices in the Memorial Park. After a discussion, it was agreed that signage be replaced for the entrance to the park by the Community Centre and by the memorial gates.

31. WILDFLOWER MEADOW

The Town Clerk reported that a quotation had been received from Wyre Forest District Council to plant a wildflower meadow on the grassy bank in the Memorial Park near to the Memorial Orchard. Members agreed for this to proceed.

32. IDENTIFIED SAVINGS FOR REFUGE AND RECYCLING WASTE COLLECTIONS

The Town Clerk informed members that savings of approximately £4,000 had been identified for changing from Biffa Contract Waste to Wyre Forest District Council for the waste and recycling at the Cemetery. Members thanked the Town Clerk and the Parks & Cemetery Superintendent for their work.

The meeting was closed at 3.25pm.

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THE CIVIC CENTRE
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4th April 2019

SS/AP/Agenda Apr 19

TO ALL MEMBERS OF STOURPORT-ON-SEVERN TOWN COUNCIL

DECISIONS ON PAST PLANNING APPLICATIONS

<u>Application</u>	<u>Proposal</u>	<u>Recommendation of Town Council</u>	<u>Decision of WFDC</u>
WF.156/09	Variation of S.106 agreement attached to WF.1208/04 to change tenure of affordable housing units at Tarn 1-16 Severn Road for West Mercia Housing Group.	Recommend approval.	Decision awaited
WF.082/13	Demolition of existing derelict riverside building and reinstatement as eleven flats, 6 no. 1 bed and 5 no. 2 bed at Riverside Building, former Carpets of Worth Site, Severn Road for Stourport Corporation NV.	Recommend approval	Decision awaited
WF.623/15/OUTL	Erection of up to 106 dwelling Houses and means of access at Former Midland Industrial Plastics site, Steatite Way for Willsgrove Developments Ltd.	Recommend approval	Decision awaited
WF.127/16	Importation of material and change of levels to create 9 hole academy at Burlish Park Golf Club, Zortech Avenue for Burlish Park Golf Club	Recommend approval	Decision awaited
WF.146/16	Creation of a larger beer garden and external bar server to the rear with wheelchair access lift at Ye Olde Crown Inn 9 Bridge Street for J D Wetherspoon.	Recommend approval	Decision awaited
WF.0006/17	Variation of S.106 agreement attached to WF.472/98 to allow a financial contribution in lieu of on site provision of play area at Land at Mill Lane, Stourport-on-Severn for Taylor Wimpey North Midlands.	Recommend approval	Decision awaited

WF.18/0160/FULL	Erection of 19 dwelling houses together with new access off Baldwin Road and car parking, following demolition of existing buildings at land north of Baldwin Road, Stourport-on-Severn, DY13 9AU.	Deferred	Decision awaited
WF.18.0352/S73	Variation of conditions 6 and 12 of planning permission 15/0583/OUTL to allow changes to time limits for demolition and restoration at Stourport-on-Severn High School and 6 th Form College, Kingsway, Stourport-on-Severn, DY13 8AX for Stourport High School & 6 th Form College.	Recommend Approval	Decision awaited
WF.18/0160/FULL	Erection of 19 dwelling houses together with new access off Baldwin Road and car parking, following demolition of existing buildings at Land North of Baldwin Road, Stourport-on-Severn, DY13 9AU.	Recommend Approval	Decision awaited
WF.18/0447/S73	Minor material amendment to planning approval 15/0429/FULL for alterations to access road, substitution of house types and omission of 2 dwellings at land to the north of Baldwin Road (formerly Units 1-4) Baldwin Road, Stourport-on-Severn, DY13 9AU.	Recommend Approval	Decision awaited
WF.18/0533/FULL	Erection of side extension and rear dormer at 19 Coniston Crescent, Stourport-on-Severn, DY13 8JU.	Deferred	Decision awaited
WF.18/0577/RES	New science block at Stourport High School & Sixth Form Centre, Minster Road, Stourport-on-Severn, DY13 8AX.	Recommend Approval	Decision awaited
WF.18/0704/FULL	Two storey side extension, single storey rear extension and front porch/canopy at 61 Redstone Lane, Stourport-on-Severn, DY13 0JD.	Recommend Approval	Decision awaited
WF.18/3069/PNC	Change of use from Professional Services (Class A2) to a Cafe (A3) at building and land located at Ground Floor, Salford House, 29 Bridge Street, Stourport-on-Severn, DY13 8UR.	Noted	Decision awaited
WF.18/3071/PNL	Two Storey Office Extension, (B1(a) land use) at building and land located off Zortech Avenue, Kidderminster, DY11 7DY.	Deferred	Decision awaited
WF.18/3072/PNH	Single storey rear extension at 11 Burlish Crossing, Stourport-on-Severn, DY13 8QD.	Noted	Decision awaited

WF.19/0037/S73	Variation of condition 2 of 17/0104/RESE to allow amendments to the position of dwellings and other associated changes including relocation of footpath link at Vale Road Car Park, Stourport-on-Severn DY13 8YJ.	Recommended Refusal	Decision awaited
WF.19/0054/FULL	Change of use of land from leisure centre & associated parking to a touring caravan site with associated reception building and infrastructure at former Stourport Sports Club, Harold Davies Drive Stourport-on-Severn DY13 0AA.	Deferred	Decision awaited
WF.19/0083/FULL	Erection of two-storey side extension, following the demolition of existing garage at 3 Commonside, Stourport-on-Severn DY13 0RB.	Recommend Approval	Decision awaited
WF.19/0088/FULL	Two storey side extension at 38 Lower Lickhill Road, Stourport-on-Severn DY13 8RH.	Recommend Approval	Decision awaited
WF.19/0089/FULL	Refurbishment and improvements to existing premises including minor demolition and proposed pitched roof at rear of property and conservatory at 7 Canalside, Holly Road, Stourport-on-Severn DY13 9BD.	Recommend Approval	Decision awaited
WF.19/0093/FULL	Rear single storey extension at 100 Barnfield Road, Stourport-on-Severn DY13 0HQ.	Recommend Approval	Decision awaited
WF.19/0116/FULL	Erection of single storey extension at Old Rose and Crown, Worcester Road, Stourport-on-Severn DY 13 9PA.	Recommend Approval	Decision awaited