



Minutes of the Monthly Meeting of Severn Stoke and Croome d'Abitot Parish Council

Wednesday 15th July 2026,
At Croome National Trust SOQ meeting room
The meeting commenced at 7.00pm

Parish Councillors: (# absent with apologies, ## absent without apologies)

Cllr Richard Hill (Chair)	(rep for Severn Stoke parish ward)
Cllr Ian Daly	(rep for Severn Stoke parish ward)
Cllr Laura McEwan-Hill	(rep for Severn Stoke parish ward)
Cllr Pat Preston	(rep for Severn Stoke parish ward)
Cllr Ray Williams	(rep for Severn Stoke parish ward)
Cllr Simon Bott	(rep for Croome parish ward)

6 Vacancies for immediate co-option. The quorum is 4 parish cllrs.

Responsible Financial Officer, Proper Officer and Parish Clerk Lisa Stevens

Other community representatives:

National Trust Michelle Fullard, General Manager South Worcs

National Trust Katherine Alker, Grounds Manager Croome #

National Trust October Bishop, Senior Volunteering and Community Officer #

Worcestershire County Councillor Martin Allen #

Malvern Hills District Councillor John Michael

Malvern Hills District Councillor David Harrison #

Volunteer Footpath Officer Richard Humphries

Parish Lengthsman Tim Hughes #

PC Jon Hand/Safer Neighbourhood Off. Dee Stanley/Police Comm. Support Officer Ashley Smith #

Friends of St. Denys' Committee John Henderson #

Parish Hall Committee Rep Roger Morrows #

Tarmac Colin Stratford (Clifton Liaison Committee Chair Martin Allen) #

Peter Meredith, Rural and Business Officer for West Mercian Police Rural Crime Team #

Residents in attendance: 0

37/26 Welcome, introductions and points of order

- i. Declarations of interest. Nil.
- ii. Points of order. Nil.
- iii. Apologies. Duly **accepted**.
- iv. Adjustments required to facilitate participation. One resident had indicated attendance to address the parish council on planning matters but could not be sure of timescales due to child-care.
Resolved. Motion in order to facilitate public participation as and when required, to permit reorganisation of the agenda at any point in the meeting. Prps: PP. Scnd: SB. Duly **approved**.

38/26 Minutes of the previous meeting

- i. **Resolved. Motion** to approve the minutes of 10th June 2026. Prps: LMH. Scnd: PP.
Duly **approved**.

Resolved. Motion to suspend Standing Orders. Agreed. Recorded votes are not taken for this item unless objections or abstentions received.

39/26 Open Forum.

- i. **Questions from the public.** Nil residents present. Attendance did not subsequently change.

39/26 Open Forum continued

ii. Report from District Councillor John Michael.

- a. In reference to the **Coventry Barn, Severn Stoke, planning application M/26/00818/FUL** (Change of use from a C3 dwellinghouse to a C2 children's care home), no response had yet been received by the District Council (MHDC) from the internal Heritage Department or from Hereford and Worcester Fire and Rescue Service. It was noted that Care Homes in general are considered to require a minimum of eight spaces, which cannot be guaranteed on the proposed site. 21 residents have objected and other have raised concerns.

(Note post meeting – objection by PC submitted in June 2026)

- b. The **MHDC legacy grant** application window closes end of July 2026. Divisional funding will remain available to the parish council and Cllrs noted options for applying in this respect for tooling for the lengthsman, rights of way infrastructure and furniture and towards the new noticeboard at High Green.
- c. It was noted that **Nine Local Authorities have been stripped of their power to deal with major planning applications**. The government has announced that nine local authorities have been stripped of their power to deal with major planning applications due to (in the government's opinion) slow and poor quality planning decision making in dealing with major planning applications.

These are: - Epping Forest District Council in Essex, - Dacorum Borough Council in Hertfordshire, - Hertsmere Borough Council in Hertfordshire, - Rossendale Borough Council in Lancashire, - Cherwell District Council in Oxfordshire, - Staffordshire Moorlands District Council in Staffordshire, - South Tyneside Council in Tyne and Wear, - **Malvern Hills District Council in Worcestershire, - Wychavon District Council in Worcestershire**. Applicants can now choose to apply to the government's Planning Portal instead. The South Worcestershire Development Plan Review (SWDPr) is still in place, however Cllrs questioned its effectiveness given this current situation.

*Planning matter **Napleton Lane, Kempsey, planning appeal M/25/00323/OUT** was moved to this section in the agenda, as being pertinent to the above discussions and in order to receive the factual report of the District Councillor.*

- d. In ref to the **Napleton Lane, Kempsey, planning appeal M/25/00323/OUT** (mixed use development comprising up to 150 dwellings, with up to 40% affordable housing), it was noted that the MHDC Officers' recommendation has always previously been to refuse this application and District Cllrs have always turned it down on materially valid planning considerations. For the latest appeal the Officers' recommendation is not to object on SWDPr grounds. District Cllrs still consider that the appeal should be refused based on the Development Boundary, the site not being included in the SWDPr call for sites and, the appalling access proposals. Whilst recognising that the appeal concerns an application in a neighbouring parish, Cllrs considered that one of the most significant issues arising from the appeal is the challenge being made to the validity of the Five-Year Housing Land Supply underpinning the SWDPr. Cllrs also considered whether the above reasons for refusal might not be sufficient during the appeal process.

Resolved. Motion to write to the Planning Officers at the shared department at MHDC and Wychavon District Council to ask them to give substantial weight to the SWDPr and to carefully consider the broader ramifications of any finding that would diminish the relevance of the Five-Year Housing Land Supply. Prps: ID: Scnd: SB, with 4 in favour of this Motion and 2 against. Duly **approved**.

A formal hearing is due to be held by the planning inspector on 8th September 2026, with MA, JM and DH due to attend.

(Note post meeting – letter submitted 17th July to Ian MacLeod Director of Planning and Infrastructure at Wychavon and Malvern Hills District Councils, with LW, Planning Officer copied in).

40/26 Reports from Community Reps and Project Updates

- i. **Village Hall AGM.** It was noted that the AGM summary and report had been circulated. The Hall Committee intends to submit to the MHDC Legacy Fund.
- ii. **National Trust.** Visitor numbers are steady and manageable. Current car park construction phase due to end in September, at which point work will move to the second section, with all due to be ready for Christmas/Winter events. Access to the Changing Space Toilet will be maintained.

40/26 Reports from Community Reps and Project Updates continued

- iii. **Volunteer Footpaths Officer.** Some over cropping in fields around Severn Stoke has meant that many routes have disappeared. The Clerk was **instructed** to write to Savills about this matter. Styles have been repaired at the base of Panorama Field by residents. The field at the Gallops is completely covered and so will impact on National Trust walks. Farmer MS has cut many of the RofW through his fields – thanks were given from the Cllrs. The Clerk was **instructed** to include a plea for residents to report obstructed routes and to conduct a little self-help and take the secateurs with them when walking the parish. This article to also include a request for residents to pick up dog waste and not to dump bagged, collected litter assuming that someone else will collect it.
- iv. **VAS repair team.** Thanks were given to SW for use of the loader to repair the Severn Bank VAS and to the Electrician who spent two half days on site. The Clerk was **instructed** to write to SW in thanks. **Resolved. Motion** in principle to purchase 4 (four) new Evola batteries once a quote has been obtained. Prps: PP. Scnd: RH. Duly **approved**.
- v. **Flood bund.** Cllrs noted that the monthly Teams meeting were useful, but residents still need to receive press releases. The Clerk was **instructed** to make this request.

(Note post meeting: Latest Environment Agency Flood Bund update as of 16th July 2026:

- **Importing material:** Material is now permitted to be imported from Upton Marina. Due to this much more local source, productivity on site will naturally improve. 650 tonnes of material have been brought in so far.
 - **Timescales:** Still on track to complete earth works in September
 - If weather holds and no interruptions at Upton, the work will continue at a fair rate.
 - **Drainage:** Drainage works continue with 5 gangs on site, 1 gang has completed their section and has moved to assist the others.
 - **Residents:** no complaints or concerns have been received from residents since the last Teams call.
 - Next Teams meeting in August will be cancelled due to holidays. Next scheduled Teams meeting is in September. Stop gap meetings will be arranged if the situation changes).
- vi. **Daffodils.** Tarmac has volunteers 2 reps to assist with community planting events. A map of all areas in which daffs are to be planted will be forthcoming. Highways have been approached for all necessary permissions.
- vii. **Noticeboard High Green.** Cllr Hill has inspected and a full replacement is required. The written headboard from the top has been salvaged. **Resolved. Motion** to submit an application to DH and JM for divisional funding £100 plus installation. Prps RH. Scnd: PP. Duly **approved. Action:** Cllr Hill **agreed** to draft a spec and provide to the Clerk.
- viii. **Bin layby A38 turning to Birch Green.** The Clerk was given **instructions** in reference to the contractor.
- ix. **Kinnersley footpath #113105.** Highways have declined to repair at this time and will keep the matter on their watchlist.
- x. **Memorials Policy. Resolved. Motion** to draft and provide to Cllrs. Prps: PP. Scnd: LMH. Duly **approved**.

Resolved. Motion to reinstate Standing Orders. Agreed.

41/26 General Finance and Admin

- i. **Co-option, recruitment and public engagement.** Leaflet drop update and social event update. It was agreed that Cllrs Bott, Daly and McEwan-Hill would conduct door knocking in 2s round the parish and hand out leaflets. Leaflet to include: do you know the issues facing your parish?; list of issues; strengthen your community, strengthen your voice. Social event on hold for now.
- Action All Cllrs:** Cllrs to have a look at the current leaflets and see what changes they would like. Leaflet can be double sided. Deadline proposed was end of July, but given that Hall Committee members will be submitting their grant application at this time, this was moved to 14th August. Door knocking to also mention footpath volunteers and litter picking.
- Action:** Cllr Hill to obtain a printing price from JA.

41/26 General Finance and Admin continued

- ii. **SharePoint.** PP, LMH and RH have access and are using. The Clerk was **instructed** to redistribute the SharePoint link to all other Cllrs.
- iii. Lengthsman contract. **Resolved. Motion** to adopt HMRC latest guidance and increase mileage claimable from 45p to 55p per mile. Prps: PP. Scnd: RH. Duly **approved.** To be applied to the August invoice onwards.
- iv. **Resolved. Motion** to approve purchase of replacement litter picking devices for volunteers. Prps: LMH. Scnd: RH. Duly **approved.**
- v. To consider/motion to approve payment of accounts made in the previous and current month. App1. Prps: PP. Scnd: RW. Duly **approved.**
- vi. To receive the latest bank reconciliation June 2026. Prps: LMH. Scnd: PP. Duly **received and approved.**
- vii. To note that ICO has confirmed receipt of cover payment and new expiry date of 06/07/2027. Duly noted.
- viii. To note that PKFLittlejohn has acknowledged receipt of the annual audit paperwork 25/26. Duly noted.
- ix. **Resolved. Motion** to approve and retrospectively re-approve the three year appointment of the internal auditor PM for the financial years 24/25, 25/26 and 26/27. Prps: PP. Scnd: RW. Duly **approved.** This is as per the annual requirements in the Annual Report (AGAR).

42/26 Planning and Enforcement

- i. **Tarmac.** Public consultation on proposals for a Section 73 application to vary aspects of the approved eastern extension area at Clifton Quarry from Monday 13th July to Sunday 16th August. This is a consultation about plans on how to transport extracted material from the eastern side of the A38 to their plant on the western side. Tarmac already has permission to move the material via conveyor system. It was noted that no formal application has been made by Tarmac in this respect and so there is no planning application number. The Clerk and Cllrs had attended the open event in person. Correspondence received by the parish council from residents prior to this event, were taken and the points therein were asked to be addressed.

General points debated:

- Concerns about the highway in terms of safety and number of HGV movements (100+ a day). A38 is national speed limit.
- HGVs would be entering the highway from a standstill. Approaching vehicles would need flashing lights to warn of crossing HGVs.
- Need to ensure a flat gradient over and onto the road surface to prevent slowing of HGVs.
- It was noted that the HGVs will not maneuver on dirt but will only ever be on tarmac and that wheel washing will be in place.
- Possibility of a condition to suspend work if M5 is closed.
- Reduction in speed limit may be desirable.
- Possibility of cessation of crossings when school buses are scheduled.
- Proximity of extraction. It was noted that the 200m proximity limit was only ever an arbitrary standard and that 100m is still within required standards.

Resolved. Motion to write to WCC and MA with these concerns. Prps: RH. Scnd: LMH. Duly **approved.**

(Note post meeting this Motion was amended with the letter to be sent to WCC only, as MA is unable to receive direct correspondence on this matter without prejudicing his ability to sit on the deciding committee. The letter was sent to Development Control Team at WCC 17th July 2026).

43/26 Correspondence, dates for diary, items for future agenda.

Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda.

- i. **Correspondence** received for info: Police priorities; National Trust newsletter; Upton newsletter.
- ii. **Croome Corner.** CCllr Allen noted prior to this meeting that the work on the ditch opposite Keepers Cottage has not been completed. However two verge masters were removed and he has asked for these to be reinstated.

43/26 Correspondence, dates for diary, items for future agenda continued.

- iii. **Footway between Clifton and Severn Stoke.** CCllr Allen noted prior to this meeting that he has asked for the vegetation to be cut back by Highways and this has been done.

44/26 Date of the next meeting. 30th September 2026 7.30pm. Croome NT SOQ meeting room.

Signed ChairmanDate

Contact the parish clerk if you would like to receive agendas or minutes by email.

Proper Officer, RFO & Parish Clerk: Mrs Lisa Stevens, 9 The Limes, Kempsey, WR5 3LG.
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New website: <http://severnstokeandcroomedabitot-pc.gov.uk>

Notes to minutes – Terms

- Once approved, the Motion/decision is called a “resolution”
- Resolved – Where a decision is made about a Motion.
- Duly Approved – Motions where a formal vote took place, accepting the Motion.
- Duly Accepted/Agreed – Motions where no formal vote took place but the action/recommendation within the Motion or debate is to proceed. Usually for non-financial matters or for items already agreed as part of an existing budget.
- Declined – Motion where a formal vote took place, with the Motion rejected.
- Duly Noted – Information not requiring a vote.
- Abstentions or votes against a Motion will be noted but the minutes will NOT always show individual names, unless Councillors have declared an interest and the transparency of that interest must be maintained.

Requests for this information in other languages/audio/large print will be reasonably considered.

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Appendix 1. Items for payment or already paid this month and the previous month.

35	Mr T Hughes	Lengthsman invoice June 2026		£374.85
36	Information Commissioner	Annual membership. Data protection scheme.	2026 -2027	£47.00
37	Npower (took over from EON)	Electricity bill for street lighting at Severn Stoke, Stonnall Close.	Logged on 15/07/2026 - nil invoice	£0.00
38	Mr P. Moore	Internal Audit 2025/2026		£5.00
39	Mrs L Stevens	Expenses incurred including Home Working Allowance (£26)	Jul-26	£43.15
40	Mrs L Stevens	Shredding.	Storage King reimbursement	£10.00
41	NEST Pension		July payment for July wage	£31.13
42	HMRC Shipley	EmployER Income tax payment	July Payment of June Wage	£4.17
43	HMRC Shipley	EmployEE Income tax payment.	July Payment of June Wage	£27.40
44	Mrs L Stevens	Clerk wage paid one month in arrears.	July Payment of June Wage	redacted
45	Bank PLC	Bank account service charge	June monthly charge paid in July	£4.25

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