**1/2016-17/1**

**Minutes of the ordinary meeting of Hanbury Parish Council (HPC)**

**Held on Wednesday 27th 2016 in Hanbury Village Hall at 19.30.**

**Present** Chairman Alan Bingham (AB) Chairman

 Councillors John Evans (JE)

 Ian Few (IF)

 D Ford (DF)

Neil Cook (NC)

Roger Weaving (RW)

Roy Raxter (RR)

#### To receive apologies for absence and to approve reasons for absence.

 There were apologies received from County Councillor M Broomfield (CMB) Clare Stallard (CS) and Mark Bishop (MB)

1. **Declarations of Interest**

a) Register of interests; Councillors were reminded of the need to update their register of interests.

b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.

There were no interests declared.

c) To declare any Other Disclosable Interests in items on the agenda and their nature.

There were no disclosable interests declared.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

There were no dispensations requested or granted.

1. **To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday 29 February 2016.**

The minutes of the meeting held on Monday 29th February 2016 were approved and signed.

**Meeting Adjourned for public question time**

#### Progress reports from the previous minutes for information.

The new VAS is up and working and the old sign has been repaired and is also working.

1. **Correspondence received to date:**

To note the attached appendix of items that will be available for inspection and discussion at the meeting.

 Calc and NALC Dis updates

 CPRE

 Invitation to relaunch of Wychavon group and AGM

 Came and Company – insurance brokers

 Council matters – newsletter

 Councils and Clerks direct – magazine

**1/2016-17/2**

 Wychavon District Council.

 David Manning from the Rural Communities Development programme in Wychavon

 is to talk to the Parish Council about the programme at the June meeting of HPC.

 Rospa

 Report on the playground

 Pensions regulator

 Essential guide to automatic enrolment

 Hanbury Parish Council

 Letter of support to Hanbury Countryside show for a Wychavon Community Grant

 Hanbury Herald

 Magazines

 Malcolm Sunter

 Emails re the progress on the defibrillator – still awaiting the British Heart

 Foundations funding start

 Laurie Pym

 Information on flags that are to be flown.

 Tower Mint

 QE II birthday medal

1. **County and District Councillors Reports:**

6.1 County Cllr Broomfield. CMB sent his apologies for absence to the meeting.

6.2 District Cllr Steele.

AS noted that the Wychavon strategy, Grow, Save, Change was proceeding well. Hanbury Countryside Show had been given a grant for sheep hurdles from Wychavon.

**7. Planning:**

7.1Planning applications

 W/16/00411/PN

 Land at Deerpen Thorns,

Forest Lane,

Hanbury.

Retention of static caravan and cabin for use as holiday lets. Siting of two further cabins for use as lets and workers quarters.

The Parish Council **objected** to this application as inappropriate development.

AB/16/00891/AB

Ostlers Meadows Farmhouse

Droitwich Road

Hanbury

Application for prior notification of agricultural development.

**No objections** were given.

W/16/00746/AC and W/16/00719/CU

 Land off

 Saltway

 Hanbury

 Creation of new field gateway, closure of existing gateway and reinstatement of hedgerow and installation of gate for footpath users.

**1/2016-17/3**

 Change of use of building from agricultural to Class B – storage and distribution.- includes resubmission of W/15/02606/CU to include roller shutter doors, offices and WC.

 **No objections** were given

 W/16/00615/LUE

Westfields Farm Cottage

 Hanbury Road

 Droitwich

 WR9 7DU

 Lawful development certificate for non-compliance with condition 2 of W/91/1516 in relation to the occupancy of the property.

There was **no objection** to this application.

 W/16/00989/PP

 Mere Green Farmhouse

 Saltway

 Hanbury

 WR9 7DZ

 Construction of outbuilding for storage

 There was **no objection** to this application.

7.2 Planning applications approved by Wychavon.

 None to date of agenda.

 Planning applications refused by Wychavon

 15/000046/CM, Station House, Hanbury.

Proposed materials recovery plant to process road sweepings and highway drainage material.

7.3 Other planning issues

 An appeal has started for

Upper Goosehill Farm

Broughton Green

WR9 7ED

Division of agricultural bungalow into 2 dwellings (1 market and 1 agricultural)

**8 To Receive Reports and discuss matters regarding;**

8.1 Playground Committee

The playground safety inspection has been done and a copy was made available for the members of the committee to read and take action on.

8.2 Cricket and football clubs

ABCC would like to improve the facilities at the pavilion on the recreation ground. Attached is the proposal for these improvements which include a verandah, soakaway and electricity. No trees are to be removed for the improvements.

The Parish Council **agreed** to these improvements in general and await further detail from ABCC as they are received.

8.3 Hanbury Village Hall new front porch

 Update on progress of the plans for the front of the village hall.

Roger Wright is drawing up a specification for the work to the front of the village hall. Quotes will then be sought by HPC.

**1/2016-17/4**

8.4 Village Hall Management Committee

 The village hall committee requests – Neil Cook

* A donation of a climbing frame has been received by Pippins and the Village Hall ask the Parish Council if they can install it in the village hall field at the side of the Village Hall. The Parish Council **agreed** to this provided it was installed in the main village hall field and the appropriate insurance was obtained by Pippins.
* Pippins would like to slab either side of the Wendy house to join with the existing slabs behind the hall. The Parish Council **agreed** to this application.
* AGM of VHMC is to be held on 11 May 2016

**9 Finance**

9.1 Monies received to the Parish Council this month

 **Western Power Distribution** – Wayleave payment. **£50.08**

**Worcestershire CC** – reimbursement of Parish Lengthsman service and fuel from April to September 2015. **£1233.10**

**Worcestershire CC**  - reimbursement of Parish Lengthsman service and fuel from October to February 2016 and work done at School Road. **£1829.60**

9.2 Payments requested and submitted to the Parish Council

 The following payments were **agreed** and cheques were signed accordingly.

 **Chris Cooke –** Parish Lengthsman work April 2016  **£264**

 **Worcestershire CALC** – Calc affiliation fee and service charge for 2016-17 **£483.62**

 **Chris Cooke** – Litterpicking March 2016 **£224.40**

 **Wychavon District Council** – Non domestic rate bill **£256.52**

 **Tony Akers** – Key cutting costs for the new gates on the recreation ground **£12**

 **Clerk** – Expenses for 2015-16 home office @£10 per month **£120**

 **Hanbury Countryside Show** Donation to this years event **£300**

 **BT -** Phone line rental and services **£84.84**

 **L Strobel** – mowing grass at Hanbury recreation ground **£160**

 **Chris Cooke** – Parish Lengthsman fuel March 2016 **£88.14**

 These invoices were paid in March, due to the cancellation of the March meeting;

 **Chris Cooke –** Parish Lengthsman work March 2016  **£264**

 **Chris Cooke –** Parish Lengthsman fuel January and February 2016 **£216.06**

 **Chris Cooke** - Hard wood for bench repair **£80**

 **Chris Cooke** - Work on the pipe under Church House Drive **£630**

 **Red Kite Pest Control** – For pest control on the recreation ground **£300**

 **Hanbury Herald** - Donation towards parish magazine - #57 **£267.50**

 **Clerk** – Salary for January to March inclusive **£1061.20**

 **HMRC** – Clerks Salary for January to March 2016 inclusive **£132.20**

 **Droitwich Spa and RCVS** postage of 2016 **£7.80**

9.3 Annual Return 2015-16 – Annual governance statement

The Parish Council **approved** the annual governance statement as approved by the finance committee.

9.4 Annual Return 2015-16 – Accounting statements

The Parish Council **approved** the accounting statements for 2015/16 as approved by the finance committee.

**1/2016-17/5**

9.5 Insurance of the Village Hall

It has been noted that the VHMC are paying for insurance to cover the rebuild of the Village Hall as well as the Parish Council.

The Clerk notes that the Parish Council is liable for the exterior of the village hall and VHMC are responsible for the interior and a joint solution should be reached.

It was **agreed** that the Parish Council would pay for the insurance of the exterior of the village hall and the VHMC would pay for the insurance of the interior of the village hall.

**10 Parish Lengthsman and parish maintenance issues.**

10.1Progress reports of highways/drainage issues as reported to HPC, Wychavon or Worcester CC – nothing to report.

10.2 Mowing on the Recreation Ground

 Currently L Strobel mows the fields on an ad hoc basis for the parish council. The Parish Council is to discuss this and decide if a contractor needs to be appointed on a formal basis. HPC should consider forming a committee for parish maintenance.

 It was agreed that this would be placed on the HPC agenda for 23 May 2016.

10.3 Any other parish maintenance issues;

* CC noted that nothing could be done re the water flowing from the Bank between Rectory Cottage and Old Bell Cottage on School Road.
* CC noted that the verge by Woodrow Farm was getting churned up and asked if the operator had an operator’s license.
* CC asked that the request to Wychavon land drainage department for a meeting between himself and the land drainage officer be repeated - as there had been no response to the original request (Request sent 4 April 2016 to Tony Jones at Wychavon – email acknowledged by Tony Jones) There are still several unresolved land drainage issues in the parish.
* CC noted that there was a drainage issue on school Road which he suggested was related to a highways ditch and not landowner (Hanbury Hall)

**11 Highways and any Police matters:**

11.1It was noted that the police had attended an accident on the junction of Goosehill Lane and B4090.

**12. Request from Hanbury WI – Annette Wright.**

The Hanbury Women’s Institute would like to place a plaque onto the front of the village planters for 12 months to note their 100th anniversary and the appropriate dates.

 The Parish Council **approved** this application and awaits a mock plaque for their further approval.

**13. Parish Councillors’ Reports and Items for Future Agenda**

It was noted that there were A board signs outside the Vernon Arms on the pavement.

**14. Date of next meetings**

To dates of the next meetingsof HPC are scheduled as follows;

16 May 2016 to discuss the possibility of a neighbourhood plan and 23 May 2016 which is the Annual meeting of Hanbury Parish Council.

Signed Clare Shinner 2 May 2016

**Abbreviations**

ABCC – Astwood Bank Cricket Club

CC – Chris Cooke – Parish lengthsman

Cllr – Councillor

Cty Cllr – County Councillor

Dst Cllr - District Councillor

HPC – Hanbury parish Council

RG – Recreation ground

VHMC – Village Hall Management Committee

HPC Councillors

AB – Alan Bingham, MAB – Mark Bishop, NC – Neil Cook, JE – John Evans, IF – Ian Few,

DF – David Ford, RR - Roy Raxter, CS – Clare Stallard, RW – Roger Weaving

**Appendix A - Actions from March 2016**

**Red – person to action**

4.2 Purchase of a MUGA unit. This action is ongoing. Clerk and AB

4.3 Garage on the Recreation Ground. Cllr JE/RR to organize its repair.

4.4 AB to speak to Gary Gartland for replacement logs for the recreation ground.

**Actions from April 2016**

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 It was agreed that this would be placed on the HPC agenda for 23 May 2016.

10.3 CC noted that the verge by Woodrow Farm was getting churned up and asked if the operator had an operator’s license. Clerk to investigate.

 CC asked that the request to Wychavon land drainage department for a meeting between himself and the land drainage officer be repeated - as there had been no response to the original request (Request sent 4 April 2016 to Tony Jones at Wychavon – email acknowledged by Tony Jones) There are still several unresolved land drainage issues in the parish. Clerk to email WDC

 CC noted that there was a drainage issue on school Road which he suggested was

 related to a highways ditch and not landowner (Hanbury Hall) ?any action?

Attached - Details of the proposed work on the recreation ground by ABCC