

## To Members of Hartlebury Parish Council

Notice is hereby given that the next 'virtual' meeting of the Parish Council will be held on Tuesday 6<sup>th</sup> October 2020 commencing at 7.00pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film, and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

Please note that members of public exercising their right to speak during Public Question Time may be recorded. **Members of the public, who would like access to this meeting, please contact Councillor S Tranter, details of which can be found on our website. Virtual Meeting Policy to be adhered to.**

## BUSINESS OF THE AGENDA

### 1. APOLOGIES

To receive apologies and to approve reasons for absence.

### 2. DECLARATIONS OF INTERESTS

2.1 Register of Interests – Councillors are reminded of the need to update their Register of Interests.

2.2 To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.

2.3 To declare any Other Disclosable Interests on items on the Agenda and their nature, councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items.

Failure to register or Declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

### 3. ADJOURNMENT OF THE MEETING

**The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the parish council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes.**

Adjournment of Meeting to hear from: -

- 3.1 Questions from members of the public, who cannot attend, emailed to the Clerk.
- 3.2 Questions from members of the public (a maximum of 15 minutes in accordance with Parish Council's Standing Orders for members of the public to submit comments or raise questions regarding matters on the agenda or for future consideration.
- 3.3 County Councillor Peter Tomlinson's report – no report.
- 3.4 District Councillor Stephen Bateman's report circulated before meeting.

#### 4. **MINUTES OF THE MEETING**

To approve Minutes of the meeting held Tuesday 25<sup>th</sup> August 2020 already circulated.

#### 5. **PLANNING**

##### **District Council Decisions**

20/00675/OUT– The Yard, Bishops Wood Lane, Crossway Green. Outline application for the construction of a live/work unit of accommodation with all matters reserved.

##### **Application Refused.**

20/01413/CU– Little Acres Equestrian, Lincomb Lane, Lincomb, Hartlebury. Erection of stable block, tack room and feed barn construction of ménage and change of use land from agriculture to equine use – variation of conditions 5 & 6 and removal of condition 12 on planning permission reference 15/01540/CU

##### **Application Approved**

##### **Planning Applications for Parish Council Comments, already circulated**

20/01749/FUL Bank House, A449 Mitre Oak to Crown Lane, Crossway Green. Erection of 3 dwellings.

20/01777/FUL Oakwood, Lower Poollands Lane, Hartlebury. Change of use of land from agricultural to residential. Erection of replacement garage.

20/01863/FUL- Little Acres Equestrian, Lincomb Lane, Hartlebury. Construction of a stable block – retrospective.

##### **To consider any planning matter since publication of agenda**

#### 6. **FINANCE COMMITTEE MEETING**

6.1 To receive any comments with regards minutes of the Finance Committee meeting Monday 21<sup>st</sup> September, minutes already circulated.

6.2 To **RESOLVE** to agree

Works to be undertaken for £100 to Leapgate Builders for allotment trackside labour.

Tree work to lift canopies perimeter trees £350 plus vat Top Cut

Post and rail to close of slope H&S concern £90 plus vat Top Cut

Castle Grant application £500

6.3 To review Budget V Actual end July 2020 as circulated

6.4 To review bank reconciliation end July 2020 as circulated.

6.5 To **RESOLVE** to approve the following payments: -

Chq 102029 The National Allotment Society, membership £67.00  
Chq 102030 Top Cut August mowing invoice 8487 £498.00  
Chq 102031 R Mullet Locum Clerk £549.95  
Chq 102032 L Cleaver clerks expenses £49.77

**7. WEBSITE**

7.1 To consider update from Cllr Ingham with regards original proposer

**8. NEW HOMES BONUS SCHEME CLOSURE.**

8.1 Uncommitted funds £19,364. Information circulated 25<sup>th</sup> September, to consider what actions we wish to take.

**9. PARISH MAGAZINE**

9.1 To receive an update from Cllr Ingham following a meeting with the editor

**10. CO-OPTON OF A NEW COUNCILLOR**

10.1 Brief introduction.

10.2 To sign the Declaration of Acceptance of Office

10.3 Councillor membership on any group.

**11. HARTLEBURY TRAINS**

11.1 To consider the proposal from Cllr L Meredith already circulated.

**12. PROPOSED DEVELOPMENT OF AN ENERGY AND RESOURCE PARK.**

12.1 To receive councillors comments on the above, information circulated 18<sup>th</sup> September.

**13. OPEN UP THE PLAYAREA**

13.1 To consider the proposal from the Clerk already circulated..

**14. PLANNING ENFORCEMENT RAISED BY CLLR T INGHAM**

14.1 To receive an update from Cllr S Bateman, concerns raised – Car boot area, travellers Worcester Road, Torton.

**15. A449 NURSERY & FOOTBALL TEAM SIGNAGE.**

15.1 To receive an update from Cllr S Bateman.

**16. OUTDOOR PIZZA POP UP URBAN VILLAGE PIZZA**

16.1 To receive any comments with regards their pop-up on the car park

**17. THE CHAIRMANS DIAMOND JUBILEE COMMUNITY RECOGNITION AWARD 2020**

17.1 To consider the proposal from the Clerk already circulated

**18. CORRESPONDENCE**

18.1 List circulated and comments to be received with regards items in yellow.

**19. ALLOTMENT RENT REVIEW.**

19.1 To consider the proposal of an allotment rent review details already circulated.

**20. TO RECEIVE REPORT OF PARISH COUNCILLORS**

20.1 Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future debates. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**21. ANY URGENT DECISIONS**

**22. DATE OF NEXT MEETING –**

**Hartlebury Parish Council –  
Parish Council Membership, T Ingham (Chair), A Buck (Vice Chair) C Atkinson, S Bateman,  
Allun Evans, K Humphreys, L Meredith, S Tranter.**