

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB Tel: 07846 125405

Email: hmhspc@gmail.com
www.worcestershire.gov.uk/myparish

Parish Councillors are duly summoned to attend the **Parish Council Meeting** to be held at Salwarpe Village Hall, Main Hall. At **3.30pm on Monday 17th January 2022**

Members of the public and the press are entitled to attend.

Facemasks should be worn (unless exempt) and social distancing measures adhered to.

Public Question Time – Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for further consideration at the discretion of the Chairman, after which, the Parish Council will commence its meeting. Members of the Public may not take part in the Parish Council Meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes. The adopted code is applicable to Councillors during Public Question Time.

Rights to Record Meetings - Admission to meetings Act 1960 s.1 (9) allows for members of the public and the press to report on the proceedings of the meeting (details and limitations displayed at the meeting).

Community Police Report – Not available during the pandemic.

AGENDA

1. **Apologies** To receive apologies and approve reasons for absences
2. **Code of Conduct & Standing Orders**
 - a) To declare interests and dispensations
 - b) To note the Code of Conduct, right to record meetings and requirements of the Transparency Regs
 - c) To confirm any necessary update to the Register of Interests
3. **Minutes**
 - a) To consider for approval the draft Minutes of the meeting of the Parish Council held on 1st November 2021
4. **Chairman's Report**
 - a) Precept Application
 - b) Internal Controls Emergency Measures – Delegation of Authority Statements

Statement 1

- **'Hindlip, Martin Hussingtree & Salwarpe Parish Council to agree to delegate regular Council actions to the Clerk until regular meetings resume or until the Council meet to fulfil the requirement to attend a meeting within 6 months or the Annual Council meeting, whichever occurs first'.**

Statement 2

- **'Hindlip, Martin Hussingtree & Salwarpe Parish Council to agree to delegate to the clerk, the authority for expenditure up to the value of the agreed precept totals (per category) providing that a quorum of councillors have agreed to that spend via prior virtual or email communication.**

Statement 3

- **'Hindlip, Martin Hussingtree & Salwarpe Parish Council to agree to delegate to the clerk, the authority to award contracts for goods and services for expenditure up to the value of the agreed precept total providing that a quorum of councillors have agreed to that spend via prior virtual or email communication.**

c) Speed Limit Issues– A38 Copcut Junction - Martin Hussingtree Traffic Lights

5. **Deputy Chair Report - None**

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6. Councillor Reports

- a) Planting Scheme – Cllr. A Phillips
- b) Court Farm Development Issues – Cllr J. Brodrick

7. Salwarpe Village Hall Committee Report (Council Representative - Cllr.J.Hill)

8. Reports of County & District Councillors –

9. Chairman/Clerk/ County & District Councillors

- a) Progress on items from Annual Minutes of 1st November 2021 **in abeyance except urgent feedback -**
. Updates provided by email

10. Finance

- a) Review and ratification of payments made and received since the last meeting (see Appendix 1)
- b) Report on year-to-date expenditure compared to budget
- c) Ratification of Agreement for the Order of Notice Boards
- d) Ratification of Agreement for the Order of Defibrillator Battery
- e) Approval of anticipated costs of £5,000 - £5250 for Parish Tree Survey/Work

11. Policies & Data

- a) Review of Control Documentation – Meeting to be arranged

12. Planning Consultations

- a) Applications (see Appendix 2)
- b) Enforcements and Appeals (see Appendix 3)
- c) Temporary Granted Permissions (see Appendix 4)

13. Councillors Reports & Items for Future Agenda's:

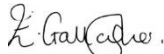
To report matters of essential information and to raise items for future agenda. Items for debate or decision will be deferred to the next meeting

14 Items Carried Forward for Noting

- a) Defibrillator – Expiry Pads June 2022. Battery Expiry November 2022 Warranty Expiry April 2024
- b) Memorial Land – Possessory Title 2024
- c) Pensions Regulator – Auto enrolment March 2023

15. Date of next meeting

Details to be provided and confirmed via the Parish Council Website.

Signed  Mrs E. Gallagher, Clerk to Hindlip, Martin Hussingtree & Salwarpe Parish Council

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Appendix 1 Payments and Receipts 9 October – 10 January 2022

| | |
|-------------------------------------------------|------------------|
| Opening Balance Community Account | 35446.75 |
| Less Payments | (3873.50) |
| Plus Receipts | 2646.79 |
| Total Closing Balance - Year End 2020/21 | 34220.04 |

| | |
|------------------------------------------------------------|-------------------|
| Business Money Manager Deposit Account | 51790.01 |
| Interest | 1.29 |
| Transfer from Community Account | 0 |
| Closing Balance May BMM Account | 34220.04 |
| Closing Balance Community Account | 51791.30 |
| Total | 86011.34 |
| | |
| Total allocated Reserves (Ring fenced see attached) | (40754.05) |
| | |
| Total Funds | 86011.34 |
| Ringfenced | (40754.05) |
| Available Funds | 45257.29 |

| Date | | Recipient | Description | Debit | Credit Receipt |
|------------|----|---------------------------------------------------|----------------------------------------------------------------------------------------|-----------------|----------------|
| 15/10/2021 | | Worcs CC | Lengthsman April - July | | 278.44 |
| 30/10/2021 | 33 | Salaries | October salary | 405.72 | |
| 01/11/2021 | 34 | HMRC | October salary | 86.88 | |
| 01/11/2021 | 35 | Contractor | August Contract 9728 | 301.34 | |
| 05/11/2021 | | Salwarpe & Hindlip with Martin Hussingtree PCC | return of overpaid Subs | | 350.00 |
| 15/11/2021 | 36 | Royal British Legion | Wreaths | 54.00 | |
| 15/11/2021 | 37 | Councillor | Reimbursement of expenditure Norton subscription and bus shelter repair | 206.39 | |
| 15/11/2021 | 38 | Councillor | Chairman's allowance 2 | 250.00 | |
| 05/12/2021 | 39 | Salaries | November Salary | 525.68 | |
| 05/12/2021 | 40 | HMRC | November Salary | 108.60 | |
| 10/12/2021 | 41 | Salwarpe & Hindlip with Martin Hussingtree PCC | Community grant | 1,100.00 | |
| 22/12/2021 | 42 | Salaries | Dec Salary | 380.01 | |
| 22/12/2021 | 43 | HMRC | Dec Salary | 86.88 | |
| 22/12/2021 | 44 | Royal Mail | PO Box Renewal | 360.00 | |
| | | HMRC | VAT Apr-Nov | | 2018.35 |
| 03/01/2022 | | HSBC Bank Charge Nov/Dec | | 8.00 | |
| | | Total | | 3,873.50 | 2646.79 |

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| 2021/22 | Church Lane Mowing | NHB | Election/Polling Station | Misc Tree work | CIL Middleton Cottages | Community Grant inc VE Commemoration | Legal fee contingency | Misc/Notice Boards | Replacement Posts Various | Bench Litter bus shelter | Climate Enhancement/BioEnhancement | Smart Water | New Development street furniture | Total |
|---------------------------------|--------------------|-------|--------------------------|----------------|------------------------|--------------------------------------|-----------------------|--------------------|---------------------------|--------------------------|------------------------------------|-------------|----------------------------------|----------|
| Allocated | | | | | | | | | | | | | | |
| Closing Balance March 2021 | 619 | 2413 | 1600 | 1000 | 7128 | 1058 | 10000 | 3316 | 0 | 1000 | 4513.76 | 1500 | 4603.87 | 36251.63 |
| Additional ringfence 2021/22 | | | 0 | | | | | | | | | | | |
| Total 2020/21 | 619 | 2413 | 1600 | 1000 | 7128 | 1058 | 10000 | 3316 | 0 | 1000 | 4513.76 | 1500 | 4603.87 | 38751.63 |
| o/s NHB | | 656 | | | | | | | | | | | | |
| Wcc Grant Undetermined | | | | | | | | | | | | 1000 | | |
| s106 Brownheath | | 5321 | | | | | | | | | | | | |
| Opening Balance 21/22 | 619 | 8390 | 1600 | 1000 | 7128 | 1136 | 10000 | 3316 | 0 | 1000 | 5000 | 2500 | 5000 | 46689 |
| Wychavon Grant | | | | | | | | | | | | | | |
| Wildflower | | -175 | | | | | | | | | | | | -175 |
| Litter bin Salwarpe | | | | | | | | | | -698.66 | | | | -698.66 |
| Mowing Church Lane | | | | | | | | | | | | | | 0 |
| Polling Station | | | | | | | | | | | | | | 0 |
| smart water | | | | | | | | | | | | | | 0 |
| Brownheath 17/09/2021 | | -1680 | | | | | | | | | | | | -1680 |
| Brownheath 28/09/2021 | | -4470 | | | | | | | | | | | | -4470 |
| bus shelter repair | | | | | | | | | | -206.39 | | | | -206.39 |
| Middleton Cottages cil Received | | | | | 1670.1 | | | | | | | | | 1670.1 |
| Wildflower | | -375 | | | | | | | | | | | | -375 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| | | | | | | | | | | | | | | 0 |
| Total | 619 | 1690 | 1600 | 1000 | 8798.1 | 1136 | 10000 | 3316 | 0 | 94.95 | 5000 | 2500 | 5000 | 40754.05 |

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APPENDIX 2

Applications 14 October 2021 -10/1/2022

| NEW APPLICATIONS | | | | |
|----------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------------|
| No | Location | Proposal | Parish | |
| 21/02300/LB Associated Ref:21/02299/HP | Copcut House, Copcut Lane, Salwarpe, WR9 7JB | Dwarf wall Greenhouse | Salwarpe | Withdrawn |
| 21/02455/FUL | Unit 4,Brookside Fruits, Copcut,WR9 7JA | Two new build dwellings to replace existing barn approved for residential conversion. | Salwarpe | Comments sent 5/11/2021 |
| 20/02360/CU | The Old Farmhouse, Smite Lane, Hindlip, Worcester, WR3 8SZ | Change of use from paddock to garden | Hindlip | Comment sent 16/09/2021 Restarted 2/11/2021 Comments sent 11/11/2021 Approved 30/11/2021 |
| 21/02299/HP | Copcut House, Copcut Lane, Salwarpe, WR9 7JB | Dwarf wall Greenhouse | Salwarpe | Comment due 21/11/2021 |
| 21/02585/HP | The Well House, Hindlip Lane, Hindlip, WORCESTER, WR3 8SJ | Ground floor single storey extension | Hindlip | Comment sent 26/11/2021 |
| 21/02603/RM | Land Opposite, Yew Tree Farm, Newland Road, Droitwich Spa | Reserved matters application for 7no. new dwellings following outline approval 20/01641/OUT to include details of Appearance, Access, Layout and Scale | Salwarpe | Comment sent 25/11/2021 |
| 21/02562/FUL | Land Opposite, Yew Tree Farm, Newland Road, Droitwich Spa | Demolition of Outbuildings and the Development of 56 Dwellings, Public Open Space and Associated Infrastructure | Salwarpe | Comment sent 26/11/2021 |
| 21/02506/HP | Pamern, Drury Lane, Martin Hussingtree, Worcester, WR3 8TD | Change of use of garage to ancillary residential use. | Martin Hussingtree | Comment sent 02/12/2021 |
| 21/02607/LB Associated Ref:21/02606/HP | Copcut House, Copcut Lane, Salwarpe, Droitwich Spa, WR9 7JB | Single storey side extension and internal modifications | Salwarpe | Comment sent 2/12/2021 |
| 21/02685/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 7JH | Application for reserved matters for appearance of plot 6 following outline approval ref 9/01679/OU - erection of up to 9 self-build dwellings | Salwarpe | Comment sent 06/12/2021 |
| 21/02683/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 7JH | Application for reserved matters for landscaping, layout and scale pursuant to outline planning permission 19/01679/OU - erection of up to 9 self-build dwellings as approved under 20/02866/RM - variation of condition 1. | Salwarpe | Approved 31/12/2021 |
| 21/02686/RM | Corner Mead, Newland Lane, Newland, | Application for Reserved Matters for appearance of plot 2 following outline approval 19/01679/OUT for up to 9 Self Build | Salwarpe | Comment sent 06/12/2021 |

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|---------------|----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------|
| | Droitwich Spa, WR9 7JH | Dwellings. | | |
| 21/02684/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 | Reserved Matters application for appearance of plot 4 following outline approval 19/01679/OUT for up to 9 Self Build Dwellings. | Salwarpe | Comment sent 09/12/2021 |
| 21/02813/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 | Application for reserved matters for landscaping, layout and scale pursuant to outline planning permission 19/01679/OU - erection of up to 9 self-build dwellings as approved under 20/02866/RM - variation of condition 1. | Salwarpe | Comment sent 15/12/2021 |
| 21/02808/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 | Application for reserved matters for appearance of plot 8 following outline approval ref 19/01679/OU - erection of up to 9 self-build dwellings | Salwarpe | Comment sent 15/12/2021 |
| 21/02846/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 | Application for reserved matters for appearance of plot 5 following outline approval ref 19/01679/OU - erection of up to 9 self-build dwellings | Salwarpe | Comment sent 15/12/2021 |
| 21/02871/S106 | Land Between Roman Way And, Copcut Lane, Salwarpe | Application under Section 106A of the Town and Country Planning Act 1990 to modify the requirements relating to legal agreement dated 4th May 2016 associated with planning permission reference number W/14/02829/OU. | Salwarpe | Comment sent 20/12/2021 |
| 21/02737/LB | Stable Barn, Church Lane, Martin Hussingtree, Worcester, | Replacement doors, windows and rooflights | Martin Hussingtree | Comment sent 3/1/2022 |

NEW Applications in period - 18

AWAITING DECISIONS

| No | Location | Proposal | Parish | Decision |
|----|----------|----------|--------|----------|
|----|----------|----------|--------|----------|

DECISIONS

| No | Location | Proposal | Parish | Decision |
|--------------|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------|
| 21/01429/OUT | Land Off Pershore Lane Tibberton | Outline planning application with all matters reserved except for access and earthworks for development comprising B1, B2 and B8 uses; The creation of new accesses for vehicles, pedestrian and cycles, car and cycle parking; sustainable drainage measures, including storage ponds for surface water attenuation; provision of utilities infrastructure; and all ancillary enabling works. Variation of condition 4 of planning approval 20/01593/OU | Hindlip | Planning Committee Approved 15/10/2021 |
| 21/00997/FUL | Court Farm, Hindlip Lane, Hindlip, Worcester, WR3 8SS | Change the use of the existing detached redundant outbuilding to 1 No. holiday let (unit 1) and 2 No. dwellings (units 2 and 3) | Hindlip | Appeal Refused |
| 21/01429/OUT | Land Off Pershore Lane Tibberton | Outline planning application with all matters reserved except for access and earthworks for development comprising B1, B2 and B8 uses; The creation of new accesses for vehicles, | Bowbrook Ward | Planning Committee 14/10/2021 |

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|-----------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------|
| | | pedestrian and cycles, car and cycle parking; sustainable drainage measures, including storage ponds for surface water attenuation; provision of utilities infrastructure; and all ancillary enabling works. Variation of condition 4 of planning approval 20/01593/OU | | Approved 15/10/2021 |
| 21/01781/CU | Land Opposite The Entrance To Hindlip Hall (Os 8752 5944), Droitwich Road, Fernhill Heath | Change of use of former agricultural land to informal recreational public open space. Additional access plans to Bull Meadow | North Claines /Martin Hussingtree | Comment sent Approved 3/11/2021 |
| 21/02173/FUL Associated Ref:21/02174/LB | Hindlip Hall, The Drive, Hindlip, Worcester, WR3 8SP | Installation of a temporary modular classroom adjacent to the Firearms School (3-year Renewal of Planning Consent 21/02173FUL) | Hindlip | Approved 04/11/2021 |
| 21/02347/HP Associated Ref:21/02348/LB | Hill End House, Copcut Lane, Salwarpe, Droitwich Spa, WR9 0AH | Conversion of Old Coach House into ancillary accommodation to Hill End House for dependent relative. | Salwarpe | Approved 03/12/2021 |
| 21/02091/RM | Land Off, Pershore Lane, Tibberton | Reserved Matters Application following Outline Permission 20/01593/OU relating to scale, layout, internal access, and external appearance for 1 no. building (use Class B2/B8) with ancillary offices (Class E(g)), earthworks, plot and structural landscape works, drainage, internal access roads, car parking, utilities and plant infrastructure. | Hindlip | Approved 13/12/2021 |
| 21/02301/FUL | Hindlip Hall, The Drive, Hindlip, Worcester, WR3 8SP | Full planning application for the erection of 2-metre high wire mesh fencing, including access gates, to form secure dog exercise and training field, provision of bonded gravel pathway, creation of construction pad for temporarily housing emergency dog kennels, erection of explosive store unit and provision of 1-metre-high post and rail fence adjoining the site access | Hindlip | Approved 20/12/2021 |
| 21/02683/RM | Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 7JH | Application for reserved matters for landscaping, layout and scale pursuant to outline planning permission 19/01679/OU - erection of up to 9 self-build dwellings as approved under 20/02866/RM - variation of condition 1. | Salwarpe | Approved 31/12/2021 |
| 20/02360/CU | The Old Farmhouse, Smite Lane, Hindlip, Worcester, WR3 8SZ | Change of use from paddock to garden | Hindlip | Comment sent 16/09/2021 Restarted 2/11/2021 Comments sent 11/11/2021 Approved 30/11/2021 |
| Decisions in Period - 10 | | | | |

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APPENDIX 3

| ENFORCEMENTS | | | | |
|---------------------------|-------------------------------------------------------|--------------------------------------|--------------------|-------------|
| Enforcement No. | Location | Description of alleged breach | Parish | Status |
| ENF 20/0264 | Court Farm, Hindlip Lane, Hindlip, Worcester, WR3 8SS | Quad Bike Track | Hindlip | Case Closed |
| ENF/20/0382ENF/20/0382 | Land Adjacent Summerfield Ladywood Road Salwarpe | Alleged breach of planning control | Salwarpe | Case closed |
| ENF/21/0115 | Gloverspiece Mini Farm | Alleged breach of planning condition | Martin Hussingtree | Case Closed |
| New Enforcements – | | | | |

| APPEALS | | | |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------|
| No. | Description | Parish | Decision |
| 21/00997/FUL | Court Farm, Hindlip Lane, Change the use of the existing detached redundant outbuilding to 1 No. holiday let (unit 1) and 2 No. dwellings (units 2 and 3) | Hindlip | Refused |
| New appeals in period 1 | | | |

APPENDIX 4

| TEMPORARY GRANTED PERMISSIONS | | | |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------------------------------------------------------------------------------------|
| No: | Location | Period | Expiry Date |
| W/16/01286/PN. | Land North of Pulley Lane, Marketing Suite. Redrow Homes. | | Within 6 weeks of Sale of 239th dwelling. Awaiting Confirmation of removal - Jan 2021 |
| 20/000033/REG3 20/02041/CM. | Sixways Park & Ride variation of condition | 5 years | See below |
| 19/01064/FUL | Hindlip Hall, The Drive, Hindlip, Installation of a temporary modular classroom adjacent to the Firearms School | 2 years | Renewal Approved EXP 04/11/2024 |
| 18/00660/FUL | Worcester Warriors, Sixways, Hindlip. Continued Use of Marquee inside grounds as a Bar Area. Temporary Marquee to be removed and land restored by 11/06/2020 | | Expire 11/06/2020 Delayed due to coronavirus |
| 20/02363/FUL | The Log Cabin, Upper Smite Farm, Smite Lane, Hindlip, Worcester, WR3 8SZ | 3 years | Expire 30/10/2023 |
| 19/02329/ADV | Worcester Rugby Club, Westons Fields, Hindlip. Two Totem Pole signage, | 5 Years | Expire 1/12/2024 |
| 21/00668/S74B 3Associated Ref:W/14/02829/OU | Land Between Roman Way And, Copcut Lane, Salwarpe Variation of contractor hours | 2 months | Expire 13/05/2021 |
| PC Temp Licence | Cherry Lane Advertising Hoarding | 2 Years | Expire 11/11/2021 |
| Appln.20/02041/CM (20/000033/REG) | Sixways Park & Ride variation of condition | 5 Years | Expire 31/08/2021 |
| 21/02173/FUL | Installation of a temporary modular classroom adjacent to the Firearms School (3-year Renewal of Planning Consent 21/02173FUL) | 3 years | Expire 03/11/2024 |
| New Temporary permissions in period - 1 | | | |

APPENDIX 5 NON-PLANNING ACTIVITY

| | |
|----------------------|--------------------------------------------------------------------------------------------------------------------------|
| Defibrillator | (i) Renewal of Battery due November 2021. (ii) Pads expiry date July 2022 (iii) Warranty of AED expiry April 2023. |
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|----------------------------|-----------------------------------------------------------|
| Memorial Land. | Possessory Title 2024 to be finalised with Land Registry. |
| Pensions Regulator. | Redeclaration due March 2023. |