

# HARTLEBURY PARISH COUNCIL

Clerk to the Council: Mrs Jo Hyrons  
Hilltop House  
48 Park Lane,  
Bewdley  
Worcs DY12 2EU

1 September 2011

Phone: 01299 405075  
Email: [hartlebury.clerk@hotmail.co.uk](mailto:hartlebury.clerk@hotmail.co.uk)  
Website: [www.hartlebury.org.uk](http://www.hartlebury.org.uk)

Dear Councillor

You are duly summoned to attend the next meeting of Hartlebury Parish Council to be held on Tuesday 6 September 2011 at 7pm in the Parish Hall Committee Room. Richard Jarman, Business Manager of York Street Medical Centre, has requested to attend to explain how the proposed Waresley Park development would enable them to offer a greater range of health services to the community and ensure continuity of care.

## AGENDA

**1. Apologies:** To receive apologies and to approve reasons for absence

### **2. Declarations of Interest:**

- a: Register of Interests: Councillors are reminded of the need to update their register of interest.
- b: To declare any Personal Interests in items on the agenda and their nature.
- c: To declare any Prejudicial Interests in items on the agenda and their nature.  
(Councillors with Prejudicial Interests must leave the room for the relevant item)

### **The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the Council / 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. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

### **3. Minutes**

To consider the approval of the minutes of the meeting held 2 August 2011 (attached)

**4. Progress Reports** for information. Items raised for decision will appear on the agenda for the next meeting.

- a: Police Report
- b: Clerk's Progress Report
- c: County Councillor's Report
- d: Other Committee Reports

**5. Finance:** To consider payments to be made

**6. Recording of Minutes:** To agree the level of detail to be included in the minutes of the meetings.

**7. Incinerator Public Meeting:** To agree a representative from the Parish Council to speak.

**8. Hartlebury Castle:** To discuss a request by the Hartlebury Castle Preservation Trust for a contribution towards match funding should their lottery application to purchase the Castle be successful.

**9. Private Car Sales:** To discuss what action the Parish Council will take with regard to the private sale of cars on Highways land.

**10. Rectory Lane 30MPH Signage:** To agree whether to accept an offer from Worcs C.C to install 30mph count down marker signs on the approach to the existing speed limit sign.

**11. Grit bins:** To discuss whether the Parish Council should purchase and maintain additional bins.

**12. Hartlebury Common:** To have an update on the 10 year plan for the management of Hartlebury Common and agree further action to be taken, if any.

**13. Honorarium:** To agree the award of an honorarium to the Internal Auditor for her work on the Annual Return.

**14. Church Lane, Crossway Green:** To agree whether the Parish Council should take action to prevent excess access to the lane following representation by residents.

**15. Her Majesty the Queen's Diamond Jubilee:** To discuss how the village can celebrate this event in June 2012.

**16. Correspondence for Information:** To note correspondence. This will be available for inspection at the meeting. (Councillors are reminded that this is not an opportunity for debate or decision making. Items requiring discussion will be put on the agenda for the next meeting.)

**17. Councillors' Reports and Items for Future Agenda**

(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 agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making).

Councillors requiring additional information about any agenda item should contact the Clerk prior to the meeting.

Yours sincerely

Jo Hyrons  
Clerk to Hartlebury Parish Council