

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 **7.00pm on Monday 25th July 2022** in the Main Hall, Salwarpe Village Hall

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

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

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest/Code of Conduct**
 - (a) To declare any interest
 - (b) To declare any Dispensations – Renewal of Dispensation for Cllr Hughes 6-month rule - Chairman
 - (c) To note the Code of Conduct and requirements of the Transparency Regulations (note not exempt authority)
 - (d) To note the right to record meetings refer to displayed notice
3. **Standing Orders & Financial Regulations**
 - a) To note Standing Orders
 - b) To note Financial Regulations (Amended 16/05/2022)
 - c) To review any Freedom of Information requests
4. **Minutes**
 - a) To consider for approval the draft Minutes of the meeting of the Parish Council held 16th May 2022
5. **Chairman's Report**
 - a) Revised Councillors Code of Conduct 2020 – NALC Recommendation for Approval
 - b) Provision of Litter Bins - Salwarpe
 - c) Local Government Boundary Commission England – District Electoral Boundary Review update
 - d) Pulley Lane Proposed 40mph Limit
6. **Deputy Chair Report**
 - a) West Mercia PCC Town and Parish Council Survey
7. **Councillor Reports**
 - a) Staffing Committee - Grading/Spinal Point Review Clerk/RFO– Cllr. B. Meddings
 - b) Parish Tree Warden Appointment Recommendation – Cllr. B. Meddings
 - c) Speeding Issues – Cllr. A. Thomas
 - d) Update – Trees at Martin Green – Cllr. A. Phillips
8. **Salwarpe Village Hall Committee Report (Council Representative - Cllr.J.Hill)**
9. **Reports of County & District Councillors**
10. **Chairman/Clerk/ County & District Councillors - Progress on items from Minutes of 16th May 2022**
 - a) Item 9(a) Screening Application 22/000009/SCR – No planning application received (to date)
 - b) Item 8(c) Cherry Lane Advertising Hoarding – Extension to 31/05/2024 agreed and signed 6/6/2022
 - c) Item 16(c) Public Right of Way – Gloverspiece – New stile erected - provided by the landowner
11. **Finance**
 - (a) Review of payments made and received since the last meeting (see Appendix 1)
 - (b) To approve Terms of Appointment of DKE Internal Auditor for 2022/23. Terms - £200 plus mileage

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12. Planning Consultations

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

13. Items for Future Agenda's:

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

- (a) Copcut Rise Bus Shelter Consideration

14 Items Carried Forward for Noting

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

15. Date of next meeting

Monday 19th September 2022 - 7.00pm Salwarpe Village Hall

Signed



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

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**Appendix 1
Payments and Receipts 10th May 2022 – 8th July 2022**

Opening Balance Community Account 2022/23	39617.35
Less Payments	(1981.14)
Plus Receipts	100.00
Total Closing Balance -8/7/2022	37736.21

Business Money Manager Deposit Account	51792.55
Interest	6.46
Closing Balance May BMM Account	51799.11
Closing Balance Community Account	37736.21
Total	89535.32
Total allocated Reserves (Ring fenced see attached)	50829.75
Total Funds	89535.32
Ringfenced	(49745.25)
Available Funds	39790.07

Payment/receipts 21/22

Name	Description	gross Amount	receipts
Clerk	Salary May	416.74	
HMRC	Salary May	90.00	
Information Commissioners Office	Renewal 9/7/2022	40.00	
Zurich	Renewal 22/23	506.81	
P Oakley	Reimbursement Oak trees	41.40	
	Bank Complaint		100.00
P Oakley	Chairman Allowance 1	250.00	
Clerk	Salary June 22	509.69	
HMRC	Salary June 2022	110.50	
	Bank charges May & June	16.00	
Total		1981.14	100.00

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2022/23														
Allocated	WCC GRANT Church Lane Mowing	NHB	Election/Poling Station	CIL Middleton Cottages	Community Grant inc VE Commemoration	Legal fee contingency	Column AE Misc/Notice Boards	Column AE Replacement Posts Green Swan & War Memorial	Climate Enhancement/BioEnhancement tree works	Smart Water	New Development street furniture	General Reserve	Total	
Closing Balance March 2022	459	66.65	1600	8798.1	1136	10000	830	2000	1856	2463	5000		34208.75	
Additional ringfence 2022/23	0	0	250	0	1900	0	4000	0	0	0	9421			
Total 2022/23	459	66.65	1850	8798.1	3036	10000	4830	2000	1856	2463	14421		49779.75	
Opening Balance 22/23	459	66.65	1850	8798.1	3036	10000	4830	2000	1856	2463	14421	0	49779.75	
Trees Village Green		-34.5											-34.5	
													0	
													0	
													0	
													0	
													0	
													0	
													0	
													0	
													0	
General Reserve													0	
Total	459	32.15	1850	8798.1	3036	10000	4830	2000	1856	2463	14421	0	49745.25	

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As at 08/07/2022

BUDGET COMPARISON APRIL 22/23- £	Actual YTD	Forecast	Total Forecast To 31 Mar 23	Budget 22/23	Variance
Clerk Salary & Expenses					
Salary (inc. extra hours worked)	1,445.00	4,335.00	5,780.00	8,400	2,620
Home office allowance	78.00	-	78.00	312	234
Mileage	27.00	81.00	108.00	300	192
CALC Training / Clerk Gatherings	-	100.00	100.00	200	100
Chairman / Councillor Expenses					
Chairmans allowance	250.00	250.00	500.00	500	0
Councillors Mileage & expenses	-	314.00	314.00	314	0
Councillors training	-	200.00	200.00	200	0
Fees					
Insurances	506.81	-	506.81	750.00	243
CALC Fees	928.36	-	928.36	2,000.00	1,072
External Audit	-	200.00	200.00	300.00	100
Internal Audit	-	300.00	300.00	300.00	0
Subscriptions	40.00	460.00	500.00	520.00	20
Misc Costs					
Meeting Room Hire	-	300.00	300.00	300.00	0
PO Box Rental	-	-	-	400.00	400
Office consumables	55.10	165.30	220.40	560.00	340
Risk Assesment	-	400.00	400.00	400.00	0
Maintenance:					
Maintenance Green & pond	-	2,674.50	2,674.50	3,500.00	826
Burial Grounds	-	1,100.00	1,100.00	1,300.00	200
General repairs - notice boards etc	-	4,000.00	4,000.00	4,000.00	0
Misc Tree/litterbin maintenance ic in general mtce	180.00	-	180.00	700.00	520
Section 137 / 139					
Wreaths	-	84.00	84.00	84.00	84
War memorial maintenance	-	410.00	410.00	441	31
Section 144/111					
Community event & Magazine	-	1,900.00	1,900.00	1,900	0
Election Expenses	-	250.00	250.00	250	0
New Development Costs	-	9,421.00	9,421.00	9,421	0
Climate enhancement & NHB	-	-	-	-	0
Smart Wateretc	-	-	-	-	0
Expenditure exc. L'sman & VAT recovery	3,510.27	26,944.80	30,455.07	37,352.00	6,980.93
Brownheath& NHB	34.50		34.50		
Expenditure to be recovered					
Lengthsman Scheme	-	2,405.00	2,405.00		
VAT paid	213.10		213.10		
Year to date gross expenditure	3,757.87	29,349.80	33,107.67		

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APPENDIX 2 Applications 10 May 2022 – 08/07/2022

NEW APPLICATIONS				
No	Location	Proposal	Parish	
W/22/00995/FUL	Worcester Rugby Football Club, Westons Fields, Offerton Lane, Hindlip, Worcester, WR3 8TR	Proposed play area to front of changing rooms.	Hindlip	Comment sent 23/05/2022
W/22/00868/RM	Land At (Os 8880 6158), Joynes Road, Copcut, Droitwich Spa	Reserved matters application for the amendments to footpaths 727/1077/1142/1120/1081/627/1075/1086/1107/1146	Salwarpe	Comment sent 24/05/02
22/019481.PREMLI	Sainsbury Supermarket Ltd, Copcut Boulevard	Sale of Alcohol. Every Day 06:00 to 00:00. hrs.	Salwarpe	Comments by 24 May 2022 Licencing – No Comment
22/02243.PREMLI	Worcester Ibiza Live'	Open Green Spaces, next to Worcester Rugby Club, Westons Fields, Offerton.	Hindlip	Comments by 10 June Licencing No Comment
22/02243/PREM/LI	Bavaria Events Limited Oktoberfest & Bingo Event Worcester	The Car Park, Worcester Warriors Sixways Stadium, Warriors Way, Performance of music & dance	Hindlip	Comments by 14 th June
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 Amended Plans comment sent 06/06/2022
NEW Applications in period – 6 (3 Planning + 3 Licencing)				
AWAITING DECISIONS				
No	Location	Proposal	Parish	Decision
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
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
W/22/00143/OUT	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Development of 4no. self-build dwellings	Salwarpe	Comment sent 18/2/2022
W/22/00326/OUT Associated Ref:19/01679/OUT	Corner Mead, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Outline application for up to 9 Self Build Dwellings including new means of access off Newland Lane - variation of condition 6.	Salwarpe	Comment sent 15/03/2022

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W/22/00399/HP	Far Oaks Furlongs, Copcut Lane, Salwarpe, Droitwich Spa, WR9 7JB	First floor side extensions to existing dwelling and alterations to existing front elevation. White render finish to all walls with black slate gables to front	Salwarpe	Comments sent 31/03/2022
W/22/00671/SCR	Land East side A38, Droitwich Road, Martin Hussingtree	Request for screening opinion for proposed solar park.	Martin Hussingtree	Screening Opinion Parish Council not consulted. Pending 16.03.2022
W/22/00643/HP	The Mill, Upper Smite Farm, Smite Lane, Hindlip	Retrospective Single storey extension.	Hindlip	Comments sent 11/04/2022
W/22/00796/FUL	Land At (Os 8880 6158), Joynes Road, Copcut, Droitwich Spa	Full planning application for construction of a 418 sq.m Sainsburys food retail unit (Use Class E (a)), a 167 sq.m Coffee Shop with Drive Thru Facility (Use Class E (a) and (b)), a 'Ultra Rapid' EV vehicle charging station, a 1,672 sq.m industrial unit (Use Class E (g) ii, Class E (g) iii, B2 and B8), a 3,809 sq.m industrial unit (Use Class E (g) ii, Class E (g) iii, B2 and B8), with associated parking, landscaping and infrastructure works.	Salwarpe	Comments sent 28/04/22
W/22/00743/FUL	Land Between Roman Way And, Copcut Lane, Salwarpe	Development of 19 residential dwellings with associated landscaping and infrastructure	Salwarpe	Comments sent 18/05/2022
W/22/00950/HP	Pear Tree Orchard, Chawson Lane, Droitwich Spa, WR9 0FH	Proposed single storey extension to side and frontage of property.	Salwarpe	Comments sent 17/05/2022

DECISIONS

No	Location	Proposal	Parish	Decision
22/000009/SCR SCREENING APPLICATION	Court Farm (Land Adjacent)	Anaerobic Digestion Facility	Martin Hussingtree	EIA Not necessary.
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 permission reference number W/14/02829/OU.	Salwarpe	Approved 12/05/2022
W/22/00057/FUL	Land Opposite The Entrance To Hindlip Hall (Os 8752 5944), Droitwich Road, Fernhill Heath	Construction and landscape work	Martin Hussingtree	Approved 16/05/2022

Decisions in Period - 3

APPENDIX 3

ENFORCEMENTS				
Enforcement No.	Location	Description of alleged breach	Parish	Status
W/ENF/22/0033	Court Farm, Hindlip Lane, Change the	Work continuing on -site following refusal of appeal	Hindlip	Reported 07/02/2022/

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	use of the existing detached redundant outbuilding to 1 No. holiday let (unit 1) and 2 No. dwellings (units 2 and 3)			Appeal Dismissed 13/06/2022
W/ENF/22/0121	Harvest Barn Smite	Potential illegal trading activity	Hindlip	Reported 08/03/2022
18/00660/FUL W/ENF/22/0216	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	Hindlip	Acknowledged 23/05/2022
W/16/01286/PN. W/ENF/22/0215	Land North of Pulley Lane, Marketing Suite. Redrow Homes.	Within 6 weeks of Sale of 239th dwelling.	Hindlip	Closed 0/8/06/2022
21/00668/S74B 3Associated Ref:W/14/02829/OU W/ENF/22/0217	Land between Roman Way and Copcut	Variation of contractor hours	Salwarpe	Closed 08/06/2022
New Enforcements – 3				

APPEALS

No.	Description	Parish	Decision
APP/H1840/W/21/3279884	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	Appeal dismissed 13/06/2022
New appeals in period 1			

APPENDIX 4

TEMPORARY GRANTED PERMISSIONS

No:	Location	Period	Expiry Date
20/000033/REG3 20/02041/CM.	Sixways Park & Ride variation of condition	4 years	See below 31/08/2025
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
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
P.C Contractual Agreement Appln.20/02041/CM (20/000033/REG)	Cherry Lane Advertising Hoarding Sixways Park & Ride variation of condition	2 Years 4 Years	Expire 31/05/2024 Expire 31/08/2025
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) Battery replaced Jan 2022. (ii) Pads expiry date July 2022 (iii) Warranty of AED expiry April 2023.
Memorial Land.	Possessory Title 2024 to be finalised with Land Registry.
Pensions Regulator.	Redeclaration due March 2023.