

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

Councillors are duly summoned to attend the **Parish Council Meeting** to be held at **7.00pm on Monday 17th July 2023** 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 - A Police & Crime Commissioner Report now distributed on a monthly basis in newsletter form

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
 - 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 - Adopted November 2021 (including amendments 17/01/2022)
 - b) To note Financial Regulations - Adopted November 2021 (including amendments 17/01/2022 & 16/05/2022)
 - c) To review any Freedom of Information requests
4. **Minutes**
 - a) To consider for approval the Draft Minutes of the Annual Meeting of the Parish Council held 15th May 2023
5. **Chairman's Report**
 - a) Provision of Bus Shelter/ Litter Bins – Copcut Rise Update
 - b) Highways
 - c) Community Legacy Grant
 - d) Tree Warden Report
 - e) Gloverspiece Mini Farm – Noise Nuisance
 - f) Councillor Training
 - g) Coronation Bench – Suggestion for Location attached
6. **Deputy Chair Report**
7. **Councillor Reports**
 - a) Parliamentary Constituency Review Final Report attached. - Cllr Meddings
 - b) Electoral Review County Council Bowbrook Division Initial Report attached - (Cllr Meddings).
 - c) Hindlip Verges Request update from meeting with County Councillor-M. Baylis July 2022 - Cllr. M. Armitage
 - d) Consideration of memorial for Alfie Steele – Cllr A Johnson
 - h) School catchment issue affecting the Copcut Estate – Cllr. A. Johnson
 - i) Neighbourhood communications - Establishment of Parish Facebook Page – Cllr. R. Hewitt
 - j) Parish Council Reserves expenditure plans - Cllr. R. Hewitt
8. **Salwarpe Village Hall Committee Report (Council Representative – Cllr. J. Hill)**
9. **Reports of County & District Councillors (County Cllr. M. Bayliss. Dist. Cllrs. N.Wright & D. Birch)**
10. **Chairman/Clerk/ County & District Councillors - Progress on items from Minutes of 15th May 2023 Not otherwise covered by the agenda**
 - a) Dangerous overgrowth Pulley Lane, Exeter College Oxford – Reported to Savills (noted)
 - b) Ladywood canal bridge paintwork – Reported to WCC Highways (noted)
 - c) Hindlip First School s137 Agreement 2023/2024 – Signed by both parties (noted)

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11. Finance

- a) Review of Payments made and Received since the Last Meeting (see Appendix 1)
- b) Report on Year-to-Date Expenditure Compared to Budget
- c) Monitoring Officer to confirm Accuracy of Bank Payments

12. Planning Consultations

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

13. Correspondence Received

- a) Court Farm resident request for contact details of the Housing Strategy and Enabling Team.

14. 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 a future meeting. _
Items-;

15. Items Carried Forward for Noting

- a) Defibrillator -- Expiry Pads July 2025. Battery November 2027 AED Warranty Expired April 2023
- b) Memorial Land – Possessory Title 2024
- c) **Pensions Regulator – Auto enrolment February 2026**

16. Date of next meeting

Monday 18th September 2023 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 10/05/2023 – 11/07/2023

Opening Balance Community Account 2022/23	38429.01
Less Payments	(5480.86)
Plus Receipts	0
Total Closing Balance	32948.15

Business Money Manager Deposit Account Opening Balance	71987.53
Interest 2/6/2023	201.53
	72189.06
Closing Balance May BMM Account	72189.06
Closing Balance Community Account	32948.15
Total	105137.2
Total allocated Reserves (Ring fenced see attached)	61373.76
Total Funds	105137.2
Ringfenced	(61373.76)
Available Funds	43763.44

Current Account

Date		Recipient	Payments
09/05/2023		Bank Charge April	8.00
10/05/2023	4	Councillor Coronation Bunting	£63.74
17/05/2023	5	Zurich Year 3 Insurance Renewal	540.94
17/05/2023	6	Councillor Map Joynes Rd	12.60
31/05/2023	7	Salaries May Salary	550.63
31/05/2023	8	HMRC May Salary	118.00
09/06/2023		Bank Charge May	8.00
14/06/2023		Information Commissioners Office ICO.00013392072/Z1832649 Renewal 9/7/2023	40.0
26/06/2023	10	Councillor Chairman Allowance May	250.00
26/06/2023	11	Contractor Salwarpe Bridge Car Park repairs	2136.00

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26/06/2023	12	Contractor	Other location repairs	912.00
02/07/2023	13	Salaries	June Salary	£685.45
			Bank Charge June	£8.00
02/07/2023	14	HMRC	June Salary	£147.50
			Total	5480.86

Money Manager Account

Date			Receipt
02/06/2023		Interest	201.53

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As at 08/07/2023

BUDGET COMPARISON APRIL 23/24- £

	Actual YTD	Forecast	Total Forecast To 31 Mar 24	Budget 23/24	Variance	Notes - Negative variance shows over spend to budget
Clerk Salary & Expenses						
Salary (inc. extra hours worked)	1,917.50	5,752.50	7,670.00	8,400	730	
Home office allowance	78.00	234.00	312.00	312	0	
Mileage	21.60	64.80	86.40	300	214	
CALC Training / Clerk Gatherings	-	200.00	200.00	200	0	
Chairman / Councillor Expenses						
Chairmans allowance	250.00	400.00	650.00	650	0	
Councillors Mileage & expenses	-	200.00	200.00	200	0	
Councillors training	-	400.00	400.00	400	0	
Fees						
Insurances	540.94	-	540.94	1,000.00	459	
CALC Fees	981.75	-	981.75	1,200.00	218	
External Audit	-	300.00	300.00	300.00	0	
Internal Audit	-	300.00	300.00	300.00	0	
Subscriptions	40.00	740.00	780.00	780.00	0	
Misc Costs						
Meeting Room Hire	-	300.00	300.00	300.00	0	
PO Box Rental	-	400.00	400.00	400.00	0	
Office consumables	124.86	435.14	560.00	560.00	0	
Risk Assessment	-	-	-	-	0	
Maintenance:						
Maintenance Green & pond	-	3,573.50	3,573.50	4,000.00	427	
Burial Grounds	-	-	-	1,200.00	1,200	
General repairs - notice boards etc	2,540.00	1,460.00	4,000.00	4,000.00	0	
Misc Tree/litterbin maintenance ic in general mtce	-	1,000.00	1,000.00	1,000.00	0	
Section 137 / 139						
Wreaths	-	100.00	100.00	100.00	100	
War memorial maintenance	-	434.00	434.00	500	66	
Section 144/111						
Community event & Magazine	-	3,200.00	3,200.00	3,200	0	
Election Expenses	-	250.00	250.00	250	0	
New Development Costs	-	9,336.00	9,336.00	9,336	0	
Climate enhancement & NHB	-	-	-	-	0	
Smart Wateretc	-	-	-	-	0	
Expenditure exc. L'sman & VAT recovery	6,494.65	29,079.94	35,574.59	38,888	3,413.41	
Hindlip School	-	10,625.00	10,625.00			
Coronation Grant	52.54	523.46	576.00			
Expenditure to be recovered						
Lengthsman Scheme	-	3,169.00	3,169.00			
VAT paid	710.79		710.79			
Year to date gross expenditure	7,257.98	43,397.40	50,655.38			

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Allocated	WCC GRANT Church Lane Mowing	NHB	Election/Pol ling Station	CIL Middleton Cottages £7128 30/4/2019 + £1670.10 27/4/2021	Community Grant inc VE Commemoration Jubilee	Legal fee contingency	Column AE Misc/Notice Boards	Column AE Replacement Posts Green Swan & War Memorial	Climate Enhancement/BioEnhancement tree works	2022/23 Grants (s.137) £9.93perelector 1551 electorate	New Development street furniture	Litter Bins	General Reserve	Total
Total R/f c/f at 31/03/2023	299	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60707.76
Additional ringfence during 2022/23	-160	0	0	0	0	0	0	0	0	0	0	0	0	0
Total 2022/23	139	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60547.76
Ringfenced 23/24	139	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60547.76
Allocated Hindlip School										-10625				
Remaining s137 23/24										4775				
														0
														0
														0
														0
														0
														0
														0
														0
														0
Opening Balance 23/24	139	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60547.76
Additional Grant/Contribution	0	0	250	0	576	0	0	0	0					
Closing Balance	139	32.15	2350	7502.92	3702	10000	4377.6	1931	1361.75	15400	14421	156.34	0	61373.76
General Reserve at year end														

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Applications 10th May 2023 – 11th July 223

NEW APPLICATIONS				
No	Location	Proposal	Parish	
W/23/00912/FUL	The Nurseries, Droitwich Road, Martin Hussingtree,	Demolition of glasshouses, fish ponds and bungalow and erection of building for private retail use (Sui Generis	Martin Hussingtree	Comment sent 07/06/2023
W/23/00813/RM	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Reserved matters application for the appearance; landscaping; layout and scale of Plot 3, following outline permission	Salwarpe	Comment sent 18/05/2023 Approved 14/06/2023
W/22/01558/FUL Amendments	Westcoe, Newland Lane, Salwarpe	AMENDED Site Layout. Reduced scheme to 25 no. affordable dwellings.	Salwarpe	Comments sent 26/05/2023
W/23/00893/FUL	Land East side Droitwich Road Martin Hussingtree (OS 8864 6045)	Construction of a SOLAR PARK, Battery Store, Improved Access, associated infrastructure and landscaping	Martin Hussingtree	Comments sent by 16/2023
W/22/01558/FUL	Wescocoe, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Residential development consisting of 26no. affordable 2dwellings and associated infrastructure on land north of Newland Lane,	Salwarpe	Comment sent 5/10/2022 Additional comments by 26/5/2023
21/00668/S74B	Copcut Rise Site	Temporary. Vary the construction hours allowed to work on site.	Salwarpe	<i>Not consulted NMA 17/05/2023 .Approved</i>
W/23/00939/PIP	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9	Permission in Principle for the construction of 3 no. self-build dwellings	Salwarpe	Comment sent 2/06/2023 Approved 23/6/2023
W/23/00893/FUL	Land East side Droitwich Road Martin Hussingtree (OS 8864 6045)	Construction of a SOLAR PARK, Battery Store, Improved Access, associated infrastructure and landscaping	Martin Hussingtree	Comments Sent 16/6/2023
W/23/00958/HP	Newland Farm, Barn 3, Brown Heath Lane, Martin Hussingtree, Worcestershire, WR9 7JF	Erection of replacement gates and upgrading existing access (retrospective	Salwarpe	Comment sent 19/06/2023
W/23/01101/PIP	White Lodge, High Park, Ombersley Road, Westwood, Droitwich Spa, WR9 0AG	Permission in Principle for 1 no. self-build dwelling	Salwarpe	Comment sent 19/06/2023 Application refused 5/7/2023
W/23/01046/RM	Land Opposite, Yew Tree Farm, Newland Road, Droitwich Spa	Reserved Matters application up to 7 self build dwellings following grant of planning permission 20/01641/OUT	Salwarpe	Comment sent 5/07/2023
W/23/01180/PIP	Land At (OS 8726 6088), Ladywood Road, Salwarpe	Permission in Principle for 2 detached bungalows	Martin Hussingtree	Comment sent 29/06/2023

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W/23/01298/PIP	Wescocoe, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Permission in Principle for the construction of up to 4 no. dwellings	Salwarpe	Coment due 19/07/2023
Application No: W/23/01337/TPOA	Oakley Woods, Pulley Lane, Newland, Droitwich Spa	Undertake tree works as detailed on application form and in accompanying information.	Salwarpe	Not consulted

NEW Applications in period – 14

AWAITING DECISIONS				
No	Location	Proposal	Parish	Decision
21/02562/FUL	Land Opposite, Yew Tree Farm, Newland Road	Demolition of Outbuildings and the Development of 52 Dwellings	Salwarpe	Committee 10/11/2022
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	Salwarpe	Comments sent 28/04/22
W/22/00743/FUL	Land Between Roman Way And, Copcut Lane,	Development of 19 residential dwellings with associated landscaping and infrastructure	Salwarpe	Comments sent 18/05/2022
W/22/00868/RM	Land At (Os 8880 6158), Joynes Road, Copcut,	Reserved matters application for the amendments to footpaths	Salwarpe	Comment sent 24/05/02
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 Amendments received 20/10/2022
W/22/01558/FUL	Wescocoe, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Residential development consisting of 26no. affordable 2dwellings and associated infrastructure on land north of Newland Lane,	Salwarpe	Comment sent 5/10/2022 Additional comments by 26/5/2023
W/22/01756/OUT	Former Poultry Buildings, Drury Lane, Martin Hussingtree	Removal of existing derelict agricultural buildings and replacement with 10no New Residential Dwellings.	Martin Hussingtree	Comment sent 26/11/2022
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	Salwarpe	Amendment Comment sent 28/02/2023
W/22/00743/FUL	Land Between Roman Way And, Copcut Lane,	Development of 19 residential dwellings with associated landscaping and infrastructure	Salwarpe	Amendment Comments due 08/03/2023 No further comments
W/23/00678/HP	Middleton Grange, Ladywood Road, Salwarpe,	Erection of garden room/conservatory, installation of staircase and balcony	Salwarpe	Comment due 28/04/2023

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DECISIONS				
No	Location	Proposal	Parish	Decision
W/23/00430/HP	Court Farm, Hindlip Lane, Hindlip, Worcester, WR3 8SS	Erection of single storey link extension, closure of existing vehicular access, erection of new front boundary wall/railings to match existing and new soft landscaping.	Hindlip	Approved 5/6/2023
W/23/00584/FU	Worcester Rugby Football Club, Westons Fields,	Proposed new spectator stand	Hindlip	Approved 12/06/2023
W/22/00143/OUT	Hill Top Farm, Newland Lane, Newland,	Development of 4no. self-build dwellings	Salwarpe	Approved 22/11/2022
W/22/02739/HP	Field View, Oaktrees Farm, Strand Lane, Martin Hussingtree,	Extension to existing dwelling including building of first floor over existing garage and utility	Martin Hussingtree	Approved 15/05/2023
W/22/00671/SCR Screening Opinion	Land East side A38, Droitwich Road,	Request for screening opinion for proposed solar park.	Martin Hussingtree	Application Received May 2023
21/00668/S74B	Copcut Rise Site	Temporary. Vary the construction hours allowed to work on site.	Salwarpe	Approved
W/23/00813/RM	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Reserved matters application for the appearance; landscaping; layout and scale of Plot 3, following outline permission	Salwarpe	Comment sent 18/05/2023 Approved 14/06/2023
W/23/01194/NMA	Land Between Roman Way And, Copcut Lane, Salwarpe	Application for a Non-Material amendment following the grant of Reserved Matters and Outline applications W/22/01434/RM & W/14/02829/OUT - to amend footpath surface material	Salwarpe	NMA Delegated Decision Not Consulted
W/23/00939/PIP	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9	Permission in Principle for the construction of 3 no. self-build dwellings	Salwarpe	Comment sent 2/06/2023 Approved 23/6/2023
W/23/01101/PIP	White Lodge, High Park, Ombersley Road, Westwood, Droitwich Spa, WR9 0AG	Permission in Principle for 1 no. self-build dwelling	Salwarpe	Comment sent 19/06/2023 Application refused 5/7/2023
Decisions in Period -10				

APPENDIX 3

ENFORCEMENTS				
Enforcement No.	Location	Description of alleged breach	Parish	Status
TBA	Verges on A449	Natural England Enforcement-Ragwort (Resident Complainant. Parish Council for information)	Hindlip	Cllr. Brodrick to monitor – Action by 30/4/2023
W/ENF/23/0105	Barn 3 Newland Farm	Potential unauthorised change of use	Salwarpe	Reported 9/03/2023

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W/ENF/23/0186	Old Mill House	Unauthorised work to listed building	Salwarpe	Reported by Chairman 24/5/2023 Case officer Sam Mather
New Enforcements in period 1				

APPEALS

No.	Description	Parish	Decision
New appeals in period			

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	Cherry Lane Advertising Hoarding	2 Years	Expire 31/05/2024
Appln.20/02041/CM (20/000033/REG)	Sixways Park & Ride variation of condition	4 Years	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
W/22/01516/FUL	Worcester Warriors Sixways Stadium, Warriors Way, Hindlip, Continued use of the Marquee inside the ground as a bar area	3 Years	Expire 08/09/2025
New Temporary permissions in period 0			

APPENDIX 5 NON-PLANNING ACTIVITY

Defibrillator Temporarily Recalled 8/8/2022 Replaced 30/10/2022	(i) Battery replacement 1/11/2027 (ii) Pads expiry date July 2025 (iii) Warranty of AED expiry April 2023.
Memorial Land.	Possessory Title 2024 to be finalised with Land Registry.
Pensions Regulator.	Redeclaration due February 2026