

You are duly summoned to attend the  
**MEETING of the PARISH COUNCIL**  
to be held at **7.00 p.m.** on **Monday 17<sup>th</sup> March 2025** Main Hall Salwarpe Village Hal

**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** – Safer Neighbourhood Team, Quarterly SNT Newsletter issued and circulated.

### **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
  - (d) To note the right to record meetings
3. **Minutes**
  - (a) To consider for approval the draft Minutes of the meeting of the Parish Council held on 20<sup>th</sup> January 2024
4. **County and District Councillors**
  - a) **Progress on Action List Items** from Minutes of 20<sup>th</sup> January 2025
  - b) **Councillors New issues** - for consideration by District/County Councillors - Information/Comment
  - c) **County/District Councillor Reports**
    - i) **Unitary Authority Update**
5. **Chairman's Report**
  - a) Highways Updates
  - b) Councillor Co-option vacancy
  - c) Village Hall works completion
  - d) s137 Grants 2025/26 (General)
    - s137 Grant Application Chawson First School
  - e) Worcester Warriors Application W/24/02613/OUT Update
  - f) Proposed Anaerobic Digestion Facility Update
6. **Deputy Chair Report**

Apologies Received
7. **Councillor Reports**
  - a) **Hindlip First School** – Breakfast Club s137 Grant 2025/2026 – Cllr M Armitage
  - b) **Possessory to Absolute Memorial Land Title progress** – Cllr. B. Meddings
  - c) **VE Day Events** - Cllr B. Meddings
8. **Salwarpe Village Hall Committee Report (Cllr.J.Hill)**
9. **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

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE

PARISH COUNCIL

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

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- c) **Monitoring Officer** to Confirm Accuracy of Bank Payments
- d) **Payments Authority** – Councillor Signatories
- e) **Burial Ground Grant Report**

**10. Planning Consultations**

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


**12. Councillors Reports and Items for Future Agenda's:**

- a) **Social Media/Facebook Policy** – Cllr R Hewitt
- b) **Website Domaine** – Cllr R. Hewitt

Each councillor is requested to use this opportunity to report matters of information not included elsewhere on this agenda and to raise items for future agenda **Items for debate or decision will be deferred to the next meeting**

**13. Date of next meeting**

To confirm the date of the next Annual Parish Council meeting to be held at 7.00 p.m. on Monday 19<sup>th</sup> May 2025 Main Hall at Salwarpe Village Hall

Signed 

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

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE**

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**Appendix 1  
Payments and Receipts 11/01/2025 – 10/03/2025**

<b>Opening Balance Community</b>	17755.74
<b>Less Payments</b>	(16670.09)
<b>Plus receipts</b>	1097.07
<b>Total</b>	2182.72
<b>Business Money Manager Deposit Account Opening Balance</b>	79,592.89
<b>Interest</b>	
<b>Transfer to C/A</b>	
<b>Closing Balance May BMM Account</b>	79592.89
<b>Closing Balance Community Account</b>	2182.72
<b>Total</b>	81775.61
<b>Total allocated Reserves (Ring fenced see attached)</b>	(46334.53)
<b>General Reserve (31/3/2024)</b>	(23586.00)
<b>Available Funds</b>	11855.08

**Current Account**

		<b>Recipient</b>		<b>Payment</b>	<b>Receipt</b>
20/01/2025	52	D.K. Edwards	Internal Audit	243.9	
20/01/2025	53	Wychavon DC	Litter bin empty Swann	112.87	
20/01/2025	54	Haslam IT	anti-virus & health check	£65.00	
03/02/2025	55		Salaries Jan	£856.35	
03/02/2025	56	HMRC	Salaries Jan	196.44	
13/02/2025	57	Top Cut Mowing Services Ltd	Lengthsman April	198.72	
13/02/2025	58	Top Cut Mowing Services Ltd	Lengthsman May	35.40	
13/02/2025	59	Top Cut Mowing Services Ltd	Lengthsman June	214.20	
13/02/2025	60	Top Cut Mowing Services Ltd	Lengthsman July	112.80	
13/02/2025	61	Top Cut Mowing Services Ltd	Lengthsman August	£346.20	
13/02/2025	62	Top Cut Mowing Services Ltd	Lengthsman Sept	183.36	
13/02/2025	63	Top Cut Mowing Services Ltd	Lengthsman Oct	88.80	

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13/02/2025	64	Top Cut Mowing Services Ltd	Lengthsman Nov	428.76	
13/02/2025	65	Communicorp	Clerks & Councillors Renewal (March/April)	46.50	
13/02/2025	66	JHF Contracting	Village Hall Car Park	7987.20	
13/02/2025		WCC	May to July Lengthsman		353.49
14/02/2025		WCC	April Lengthsman		181.67
18/02/2025	67	Tom Ryde	Pond Clearance	300.00	
25/02/2025	68	Top Cut Ltd	Lengthsman Dec	1823.40	
			Jan Bank Charges	8.00	
25/02/2025	69		Feb Salaries	671.60	
25/02/2025	70	HMRC	Feb Salaries	157.15	
			Lengthsman Aug-Oct		561.91
04/03/2025	71	Framptons	Goodwill contribution to Planning consultancy costs	2400.00	
10/03/2025	72	Zoom	Annual Zoom Renewal	155.88	
10/03/2025	73	Top Cut	Lengthsman Feb	37.56	
				16670.09	1097.07

**Business Money Manager**

Date		
	Opening Balance	79,592.89
	Interest	0
	<b>Total</b>	<b>79,592.89</b>

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24/25	Community Legacy Project to be allocated from General Reserve if bid successful	Election/Polli ng Station	Spend by April 24 CIL Middleton Cottages £7128 30/4/2019 + £1670.10 27/4/2021	Community Events/Public Open Space inc coronation grant (Bench by March 24)	Legal fee contingency	Web page development /Misc Noticeboards	Replaceme nt Posts Green Swan & War Memorial	2024/24 Grants (s.137) £10.81 per elector 1666 =£18009	New Development/str eet furniture/biodive rsity new litter bins	Total ringfenced expenditure	Total Ringfence d	General Reserve (Closing 23/24)	Total closing balance 31/3/2024	
Opening balance ringfence 24/25 (rounded)	0	0	1291.06	2163.67	4257.61	15000	4377.6	2150	18009	16560	0	63808.94	23586	87394.94
Benches Copcut (purchase)				-1017.49	-476.92							-1494.41		
Chawson 1st School								-6500				-6500		
Music Bus					-495							-495		
Fit NB (NDC)									-1093.82			-1093.82		
Benches Fit				-1146.18								-1146.18		
Hindlip Year 3 s137								-6500				-6500		
Community Plants									-245			-245		
												0		
												0		
												0		
												0		
												0		
												0		
												0		
												0		
												0		
												0		
Expenditure from reserves	0	0	0	-2163.67	-971.92	0	0	0	-13000	-1338.82	-17474.41			
Remaining	0	0	1291.06	0	3285.69	15000	4377.6	2150	5009	15221.18	46334.53			
											46334.53		23586	69920.53
General and ringfenced Reserve Percentage at year end 23/24												157.51	58.22	
General Reserve at year end														

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**As at 10/03/2025**

**BUDGET COMPARISON March 25**

	<b>Actual</b>	<b>Forecast</b>	<b>Total Forecast</b>	<b>Budget</b>
	<b>YTD</b>		<b>To 31 Mar 24</b>	<b>1</b>
<b>Clerk Salary &amp; Expenses</b>				
Salary (inc. extra hours worked)	8,941.58	812.87	9,754.45	10,500.00
Home office allowance	288.00	24.00	312.00	312.00
Mileage	142.65	12.97	155.62	300.00
CALC Training / Clerk Gatherings	70.00	-	70.00	200.00
<b>Chairman / Councillor Expenses</b>				
Chairmans allowance	800.00	-	800.00	1,000.00
Councillors Mileage & expenses	26.11	173.89	200.00	250.00
Councillors training	35.00	-	35.00	300.00
<b>Fees</b>				
Insurances	569.39	-	569.39	1,500.00
CALC Fees	1,035.64	-	1,035.64	1,200.00
External Audit	210.00	-	210.00	500.00
Internal Audit	243.90	-	243.90	500.00
Subscriptions	291.40	-	291.40	1,000.00
<b>Misc Costs</b>				
Meeting Room Hire	156.00	60.00	216.00	300.00
PO Box Rental	353.50	-	353.50	400.00
Office consumables	389.64	35.42	425.06	700.00
Risk Assesment & Tree Survey	435.00	-	435.00	-
<b>Maintenance:</b>				
Maintenance Green & pond	2,747.00	2,003.00	4,750.00	4,750.00
Burial Grounds	-	-	-	-
General repairs - notice boards etc	455.18	3,544.82	4,000.00	2,000.00
Misc Tree/litterbin maintenance inc top cut extra	-	1,000.00	1,000.00	1,000.00
<b>Section 137 / 139</b>				
Wreaths	60.00	-	60.00	100.00
Burial Grounds	1,500.00	(1,066.00)	434.00	1,200.00
<b>Section 144/111</b>				
Community event & Magazine	-	-	-	-
Election Expenses (reserves)	-	-	-	-
New Development Costs	-	-	-	500.00
Climate enhancement biodiversity	-	-	-	-
Village Hall Gift	<b>8,656.00</b>	-	8,656.00	10,000.00
<b>Sub total Expenditure exc. L'sman &amp; VAT recovery &amp; Ringfenced</b>	<b>27,405.99</b>	<b>6,600.97</b>	<b>34,006.96</b>	
Bench installation	1,093.82			
Seeds	777.06	-		
<b>S106</b>	2,163.67	-		
<b>Chawson School</b>	6,500.00			
Election Recharge	-			
Hindlip School	6,500.00			
Coronation Grant	971.92			
Lengthsman Scheme	2,891.00	-		
VAT paid	4,197.45			
	<b>25,094.92</b>	<b>6,600.97</b>	<b>34,006.96</b>	

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**Appendix 2**  
**11 Jan 2025 – 10 March 2025**

W/25/00094/HP	Dar Es Salaam, Drury Lane	Side two storey extension; rear two storey and single storey extension and side garage	Martin Hussingtree	Comment Submitted 07/02/2025
W/25/00211/FULL	WRFC Westons Fields, Offerton	Construction & Operation of Micro Energy Storage Project (Replacement appln, .W/24/01766 approved 23/12/2024)	Hindlip	Comments submitted 21/2/2025
W/25/00175/TPOA	Oakley Woods	Tree Works	Salwarpe	Not Consulted Approved 27/02/2025
W/24/02312/FU	Land At (Os 8778 5991), Church Lane, Martin Hussingtree	Erection of self-build live/work unit	Martin Hussingtree	Comment due 11/3/225

**Applications in period 4**

<b>AWAITING DECISIONS</b>	
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No	Location	Proposal	Parish	Decision
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
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/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 16/06/2023 <b>Committee Decision</b>
23/000007/CM	Court Farm, Hindlip Lane, Hindlip, Worcestershire, WR3 8SS	Proposed anaerobic digestion facility for a biomethane gas to grid plant, creation of new access and haul road from Hindlip Lane and ancillary works	Hindlip	Comments sent 15/9/2023 Amendments 30/12/2024 See New Information
W/24/01015/OUT	Land At (Os 9030 6094), Newland Road, Droitwich Spa	Outline planning permission with all matters reserved, except for means of access from Newland Lane, for residential development of up to 50 dwellings and associated infrastructure.	Salwarpe	Comment sent 1/7/2024
W/24/01726/FUL	Hindlip Hall, The Drive, Hindlip,	Full planning application for phased development consisting of (1) demolition of existing outdoor firing range and associated structures together with earthworks, and erection of firearms building providing a 50-metre indoor firing range with related facilities (Sui Generis use), access road, car parking and associated works including	Hindlip	Comment sent 11/11/2024

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		landscaping (Phase 1); and (2) erection of two-storey extension to existing Firearms Training School building to provide related facilities (Sui Generis use) and associated works (Phase 2).		
W/24/02163/FUL	The Nurseries, Droitwich Road, Martin Hussingtree	Full Application for the Demolition of Existing Buildings and Erection of a Replacement Retail and Residential Building and Associated Parking	Martin Hussingtree	Comment sent 11/12/2024
W/24/02346/FUL	Court Farm, Hindlip Lane, Hindlip	Change of use of part of redundant building to a single dwelling in association with planning approval W/23/02058/FUL together with ancillary works	Hindlip	Comment sent 9/12/2024
W/24/02474/ADV	Unit 2 - Costa Coffee, Tolley Way, Copcut	Proposed Signage	Salwarpe	Comment sent 2/01/2025
W/24/02486/FUL	Court Farm, Hindlip Lane,	Subdivision of existing 7 bed dwelling into 2 no. dwellings New accommodation would comprise 1no. 2 bed dwelling and 1no. 5 bed dwelling. No external alterations are proposed.	<b>Hindlip</b>	Comment sent 3/01/2025
W/24/02586/FUL	Wescoe, Newland Lane, Newland	2 Self Build dwellings	Salwarpe	Comment sent 23/1/225
W/24/02613/OUT	Worcester Warriors Sixways Stadium	Outline application with all matters reserved except access, for a mixed use redevelopment at Sixways comprising: (1) a new north stand with associated events centre, esports facilities, food and beverage concessions (Use Classes F2 and A5); (2) construction of a hotel of up to 5-storeys (Use Class C1); (3) construction of a medical/sports rehabilitation and office building (Use Class E) (4) construction of an outdoor padel centre with canopy and associated facilities (Use Class F2); (5) creation of a drive thru (Sui Generis and Use Class E(b)) with associated EV charging; (6) provision of light industrial and trade counter uses (Use Classes Eg(iii), B2 & B8); (7) a multi-storey carpark (up to 6.5 storeys); (8) replacement sports pitch; (9) a solar farm; along with associated uses including parking and landscaping	Hindlip	Comment Submitted 17/02/2025

**DECISIONS**

No	Location	Proposal	Parish	Decision
W/24/02252/FUL	Hindlip Hall, The Drive, Hindlip,	Installation of a temporary modular classroom adjacent to the Firearms School (2-year Renewal of Planning Consent 21/02173/FUL)	Hindlip	Approved 13/01/2025
W/24/02389/HP	The Firs, Sling Lane, Hindlip,	Two-storey side and single-storey rear extensions; front porch; and external render to existing house	Hindlip	Approved 27/1/225
W/22/00868/RM	Land At (Os 8880 6158), Joynes Road, Copcut,	Reserved matters application for the amendments to footpaths	Salwarpe	Comment sent 24/05/22 Deemed as finally disposed of 19/8/2024



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W/24/01283/FUL	Middleton Grange Ladywood	40 Solar Panels rear of land curtilage	Salwarpe	Approved 6/02/2025
W/24/02114/TDC5	Wescoe, Newland Lane, Newland,	Technical Details permission for the construction of 4no. dwelling following Permission in Principle W/23/01298/PIP (Variation of conditions 2,3,5 and 7 Ref.W/23/02540/TDC5 - PLOT 2)	Salwarpe	Comment sent 11/11/2024 Approved 8/01/2025
W/24/02266/HP	The Orchard, Hindlip Lane	Two storey rear extension, single storey side extension, front porch and fenestration alterations	Hindlip	Comment sent 18/12/2024 Approved 28/01/2025
W/24/02440/GPDQ	Field At, Ladywood	Notification for Prior Approval for the proposed change of use of an agricultural building to a dwellinghouse and associated operational development.	<b>Salwarpe</b>	<b>Permitted Development Refused</b> 27/01/2025
W/24/02167/CU Associated Ref:W/22/00294/CU	Sterling Business Centre, Drury Lane,	Change of use from redundant agricultural hatchery to B1: Business Use, involving reroofing and repair of existing buildings, highway alterations to Drury Lane, removal of storage compound and extensive landscaping works -Variation of Conditions 2 and 4 of planning permission W/15/00033/CU to allow for external storage up to 2.4m in height within a limited area of the site as approved under planning reference W/22/00294/CU - removal of conditions 2 and 3; variation of condition 5.	Martin Hussingtree	Approved 12/02/2025
W/24/02606/ HP	Ashford House, Droitwich Road,	Front roof alterations (removal of late-added gables to allow roof light in original slope) and additional render to front wall	Martin Hussingtree	Approved 28/02/2025
W/24/02040/FUL	Cream Cottage, 4 Church Lane, Martin Hussingtree,	Proposed Single Storey Rear Extension (Part Replacement) & change of use of land for use as additional Garden Land	Martin Hussingtree	Approved 28/02/2025
<b>Decisions in Period - 10</b>				

**APPENDIX 3**

<b>ENFORCEMENTS</b>				
Enforcement No.	Location	Description of alleged breach	Parish	Status
W/ENF/25/0049	Church Cottage Church Lane/Strand Lane	Encroachment onto footpath/gates & fences	Martin Hussingtree	
<b>New Enforcements in period</b>				
<b>APPEALS</b>				
No.	Description	Parish	Decision	
APP/H1840/W/24/3342247 W/23/01180/PIP.	Permission in Principle for 2 detached bungalows Land At (OS 8726 6088) Ladywood Road Salwarpe	Salwarpe	Appeal Successful 11/11/2024	
APP/H1840/W/24/3351872 W/23/01184/OUT	Wain House 1 dwelling	Salwarpe	Representations by 21/11/2024	
<b>New appeals in period 1</b>				

**APPENDIX 4**

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**TEMPORARY GRANTED PERMISSIONS**

<b>No:</b>	<b>Location</b>	<b>Period</b>	<b>Expiry Date</b>
20/000033/REG3 20/02041/CM.	Sixways Park & Ride variation of condition	4 years	See below 31/08/2025
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 31/05/2026
Appln.20/02041/CM (20/000033/REG)	Sixways Park & Ride variation of condition	4 Years	Expire 31/08/2025
<b>21/02173/FUL</b>	<b>Installation of a temporary modular classroom adjacent to the Firearms School (3-year Renewal of Planning Consent 21/02173FUL) SEE APPLICATIONS</b>	<b>3 years</b>	<b>Application Approved Closed</b>
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
<b>New Temporary permissions in period 0</b>			

**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.
<b>Memorial Land.</b>	Possessory Title 2024 to be finalised with Land Registry. Cllr Meddings/Dist Cllr Wright
<b>Pensions Regulator.</b>	Redeclaration due February 2026