

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandsalwarpepc@yahoo.co.uk

Tel: 01905 754086

You are duly summoned to attend the Annual Meeting of the Parish Council  
to be held at **7.30 p.m.** on **Monday 18<sup>th</sup> July 2011** at the Salwarpe Village Hall

Public Question Time

This precedes the Council Meeting at 7.30p.m and 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.

**AGENDA**

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest - Register of interests**  
Councillors are reminded of the need:
  - a) 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
3. **Minutes**
  - a) To consider for approval the minutes of the meeting held 16<sup>th</sup> May 2011
4. **Clerk**  
To update on progress on actions from minutes 16th May 2011 (for items not covered elsewhere on the agenda)
5. **Chairman**
  - a) To report on the South Worcestershire Development Plan and publication of SHLAA Update
  - b) To report on the proposed Yew Tree Hill Development - W/11/01073/OU
  - c) To review Standing Orders (circulated by email with agenda)
  - d) To inform on a new initiative by Wychavon DC supporting Community purchase of heating oil
6. **Clerk -** To inform of new items for consideration and decision (items not covered elsewhere on the agenda)
  - a) To discuss 'Notice of Review of Polling districts and places'
7. **Reports of County & District Councillors**  
For information (any items raised for decision will appear on the agenda for the next meeting).
8. **Finance**
  - a) To update on Internal and External Audits for Financial Year 2010/11
  - b) To review payments made and received since the 1st April 2011 (see Appendix 1)
  - c) To consider request from Salwarpe & Hindlip, with MH PCC for increase in burial grounds contribution.
9. **Planning Consultations**
  - a) Applications (see Appendix 2)
  - b) Enforcements (see Appendix 3)
  - c) W/10/02351/CU - Sterling Business Park, Drury lane. Removal of container storage
10. **Correspondence (see Appendix 4)**
11. **Councillors Reports & Items for Future Agendas:**  
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 agendas. Items for debate or decision will be deferred to the next meeting.
12. **Date of next meeting**  
To confirm the date of the next Parish Council meeting to be held at 7.30 p.m. on Monday 19<sup>th</sup> September 2011 at Salwarpe Village Hall.

Signed



Mrs Elaine Meredith, Clerk to Hindlip, Martin Hussingtree & Salwarpe Parish Council

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandsalwarpepc@yahoo.co.uk

Tel: 01905 754086

**APPENDIX 1  
Agenda Item 14 (b)**

**Payments and Receipts 1<sup>st</sup> April 2011 – 7<sup>th</sup> July 2011**

<b>PAYMENTS</b>		<b>Current Account</b>		
<b>Date</b>	<b>Chq no</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
30-Apr-11	101368	Mrs E Meredith	April Salary & Expenses	387.73
30-Apr-11	101369	HMRC	PAYE Apr 2011	81.20
19-May-11	101370	Salwarpe PCCC	Burial Grounds Contribution	850.00
19-May-11	101371	Top Cut Mowing Services	Apr 2011 Invoice	393.60
19-May-11	101372	Worcs CALC	Annual Subscription	269.98
19-May-11	101373	Connexion Partnership	VAT on Insurance Recovery	7.10
19-May-11	101374	AON Limited	Annual Insurance	605.15
30-May-11	101375	Mrs E Meredith	May Salary & Expenses	283.15
30-May-11	101376	HMRC	PAYE May 2011	55.98
30-May-11	101377	Mrs B Meddings	Chairmans Allowance	50.00
30-May-11	101378	Top Cut Mowing Services	May invoice	234.00
08-Jun-11	101379	Salwarpe Village Hall	Room Hire	50.00
30-Jun-11	101380	Mrs E Meredith	June Salary & Expenses	471.15
30-Jun-11	101381	HMRC	PAYE June 2011	91.85
30-Jun-11	101382	J Hughes	Internal Audit Fee	75.00
04-Jul-11	101383	Top Cut Mowing Services	June Invoice	234.00
04-Jul-11	101384	Information Commissioners Office	Data protection	35.00
30-Apr-11	101368	Mrs E Meredith	April Salary & Expenses	387.73
<b>TOTAL</b>				<b>£2,379.99</b>
<b>RECEIPTS</b>		<b>Current Account</b>		
14-Apr-11		Worcs CC	Lengthsman Scheme	2,474.48
03-May-11		Worcs DC	Precept	5,765.00
20-May-11		Connexion Partnership	Insurance recovery	125.00
<b>TOTAL</b>				<b>£8,364.48</b>
<b>Net Transfer from Current Account to Deposit Account</b>				<b>- £3,000.00</b>
<b>Balances as at 7<sup>th</sup> July 2011</b>				
Current Account		£1,486.91		
Deposit Account		£12,164.17		
Total Reserves per bank		£13,651.08		
Less Uncleared Cheques		-£907.00		
<b>Actual Reserves</b>		<b>£12,744.08</b>		
Statement date - 7th July 2011				

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandsalwarpepc@yahoo.co.uk

Tel: 01905 754086

**APPENDIX 2**

**Planning Consultations (10<sup>th</sup> May 2011 – 7<sup>th</sup> July 2011)**

<b>New Applications</b>				
<b>Dev No</b>	<b>Location</b>	<b>Proposal</b>	<b>Council</b>	<b>Response</b>
W/11/00582/PN	Offerton Farm, Offerton Lane, Hindlip, WR3 8SX	Change of use of barn to dwelling and erection of detached garage with home office above.	Hindlip	General observations – Application now Withdrawn
W/11/01073/OU	Land North of Pulley Lane and, Newland Lane, Newland, Droitwich Spa ( <b>Yew Tree Hill</b> )	Outline planning application for units for Pulley Lane, Newlands Road and Primsland Way, Droitwich Spa, Worcs	Droitwich Town	Object
W/11/01023/CU	Leatherbarns, Copcut Lane, Salwarpe, Droitwich Spa, WR9 7JB	New access road and parking and garden area to part of existing paddock. (retrospective) Erection of new entrance porch and raised terrace.	Salwarpe	Object
W/11/01229/LUE	Davids Nurseries, Ash Lane, Martin Hussingtree, Worcester, WR3 8TB	Application for a Certificate of Lawful development for an activity in breach of condition 3 of outline planning permission W/89/0162 (restricting occupancy of dwelling)	Martin Hussingtree	Object

<b>Awaiting Decisions – Pending Consideration by Wychavon District Council</b>				
<b>Dev No</b>	<b>Location</b>	<b>Proposal</b>	<b>Council</b>	<b>Response</b>
W/06/02244	Old Forge, Brown Heath	Conversion of the Old Forge into a single residential unit	Martin Hussingtree	Support
W/10/02896/OU	Land Between Roman Way and, Copcut Lane, Salwarpe	Mixed use development 740 homes & employment premises	Salwarpe	Object
W/11/00078/ET	Cummins Farm, Hindlip Lane, Hindlip, Worcester, WR3 8ST	Extension of Time application for permission W/06/00612/CU	Hindlip	Support

<b>Decisions</b>				
<b>Dev No</b>	<b>Location</b>	<b>Proposal</b>	<b>Council</b>	<b>Decision</b>
W/10/02268/LUE	David's Nurseries, Ash Lane	Application for Certificate of Lawful Use	Martin Hussingtree	Approved
W/10/02854/PN	Cummins Farm, Hindlip Lane, Hindlip, Worcester, WR3 8ST	Construction of 202 berth canal boat marina basin	Hindlip	Refused

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandshalwarpepc@yahoo.co.uk

Tel: 01905 754086

**APPENDIX 3**

**Enforcements (10<sup>th</sup> May 2011 – 7<sup>th</sup> July 2011)**

<b>Enforcements</b>				
<b>Enforcement No.</b>	<b>Location</b>	<b>Description of alleged breach</b>	<b>Parish</b>	<b>Status</b>
IN/09/00472	Ashford House, Droitwich Road	Removal of container in Conservation Area	Martin Hussingtree	Resolved - Container now removed
IN/09/00577	Court Farm	Listed Dairy Building. Removal of roof tiles	Hindlip	No further action being taken
IN/10/00500	Court Farm	Planning Application (Retrospective) W/10/02821/AA - 2 pole mounted signs, 2 wall mounted signs. Refused 21/02/2011	Hindlip	Active
IN/10/00623	Sterling Business Park Drury Lane Martin Hussingtree	Container Compound and refused application W/10/02351 and Shipping Containers	Martin Hussingtree	Active
IN/10/00610	Worcester Warriors Sixways Stadium	Unauthorised fencing around the Warriors training pitch - W/11/00119/PN – Refused 09/03/11	Hindlip	Active
IN/10/00610	Worcester Warriors Sixways Stadium	Unauthorised advertising hoarding and flagpoles - W/11/00120/AA Refused – 30/03/11	Hindlip	Active
IN/11/00034	Worcester Warriors Sixways Stadium	Breach of landscaping condition 4 of approval W06/01164 landscaping condition submitted and approved on the 18 September 2007.	Hindlip	Active
IN/11/00200	Court Farm, Hindlip Lane	Possible change of use from agricultural buildings to commercial use.	Hindlip	No further action being taken
IN/11/00234	Unauthorised Signage	Unauthorised Signage, Gunshop Advertisement	Martin Hussingtree	Active

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandalsalwarpepc@yahoo.co.uk

Tel: 01905 754086

## APPENDIX 4

Correspondence Received – 17/05/11 to 08/07/11			
Date	From	Topic	Action
17/05/11	P Middleborough, Wychavon DC	Invitation to Droitwich Canals opening ceremony 1/7/11	Chairman attended
18/05/11	Salwarpe and Hindlip with MH Parochial Church Council	Contribution towards burial grounds - request for increase to contribution	<b>On Agenda for PC Meeting 18/7/11 - Finance</b>
20/05/11	Andrew carter, Brooke Smith Planning	Attendance record for public meeting - Poultry Houses	For information
25/05/11	Wychavon DC	Publication of SHLAA Update and Invitation to briefing	Chairman and Clerk attended event 22/6/11
26/05/11	Jackie Shields, Wychavon Area Clerk	Wychavon Area CALC meeting 1st June 2011	
31/05/11	Janet Yates, Droitwich Spa Area Partnership Manager	Consultation on Commissioning Positive Activities for Young People - Droitwich	
02/06/11	Karen Peters, Wychavon District Council	Civic Service Invite - Sunday 12th June 2011	
03/06/11	Jackie Shields, Wychavon Area Clerk	Minutes from Wychavon CALC March meeting and Localism Bill	<b>Localism Bill notes circulated to Councillors</b>
09/06/11	PC World	Quotation for computer equipment	<b>On Agenda for PC Meeting 18/7/11 - May 2011 Minutes, Progress Report</b>
10/06/11	Nicholas Dean, WCC	Waste Core Strategy	Chairman responded 17/6/11
14/06/11	Jane Patton, Worcs CC	Consultation on Landscape Character assessment	<b>Circulated to Councillors</b>
14/06/11	Worcs CC	Home Composting and Love Food Hate Waste	
16/06/11	Wychavon DC	Invitation to New Homes Bonus Event	
18/06/11	James Morgan, Resident	W/10/02351/CU - Sterling Business Park, Drury lane. Removal of container storage	Clerk emailed Bill Gairns 18/6/11 - no response. Further email sent 10/7/11
20/06/11	Wychavon DC	Annual Report of the Standards Committee	<b>Circulated to Councillors</b>
20/06/11	Worcs CC	Lengthsman Scheme - documentation for Annual Agreement 2011/12	Clerk signed and returned forms. Annual budget as last year £2517.36
21/06/11	Worcs CC	Notice of road closure - Ladywood Road	<b>Circulated to Councillors and placed on notice boards</b>
21/06/11	Chris Mewse, Parish On line	Free Trial of online web based mapping tool	
22/06/11	Chris Smart, Wychavon DC	Reply to report on litter bin not being emptied alongside Salwarpe notice board	Clerk responded with information on agreement, clarifying responsibility.
23/06/11	Rita Hartley (Halcrow)	Inspections and monitoring of Salwarpe Bridge (Listed Building)	Updates on inspections circulated to Councillors
23/06/11	Elaine Dicks, Electoral Services, Wychavon DC	Notice of Review of Polling districts and places	<b>On Agenda for PC Meeting 18/7/11 - Clerk New Issues</b>
28/06/11	Carol Hughes	Community Support Officer	Andrea Leslie to attend PC meeting
28/06/11	Ron Bailey, Leiston-cum-Sizewell Town councillor	Request to support their campaign for new planning guidance	No action taken
29/06/11	Nicholas Dean, WCC	Waste Core Strategy - update on next steps	
29/06/11	Peter Luff	SWDP	<b>Circulated to Councillors - for information</b>
07/07/11	Mike Henson, MD, Parish Council Website	Website design for Parish Councils	
08/07/11	Wychavon DC	Invitation to Local Communities Energy Events (Community purchase of heating oils)	<b>On Agenda for PC Meeting 18/7/11 - Chairman</b>

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester, WR1 9BP  
Email: hindlipmartinandsalwarpepc@yahoo.co.uk

Tel: 01905 754086

**APPENDIX 4**

<b>Correspondence Sent – 17/05/11 to 08/07/11 (items not covered elsewhere in the agenda)</b>			
<b>Date</b>	<b>To</b>	<b>Topic</b>	<b>Action</b>
17/06/11	Executors of Daphne Sheldon	Letter of condolence on death of Daphne Sheldon	
19/06/11	Clerk to Andrew Grant Estate agents	Report to estate agent regarding signage blocking visibility at Copcut Lane / A38	Sign removed
21/06/11	Chairman to Sally Griffiths, Tree Officer	Two Cedar of Lebanon Trees, Copcut Lane/A38, Salwarpe – Request for TPO's	
21/06/11	Chairman to Saraa Stojanovic, Wychavon DC	Planning - Renaming of Hindlip Lane	