

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

Minutes of the Meeting of Hindlip Martin Hussingtree & Salwarpe Parish Council held at 7.30 p.m. on Monday 19th July 2010 at Salwarpe Village Hall.

Public Question Time – No members of public attending

The Parish Council meeting convened at 7.30pm

PRESENT: Councillors:
Ms B Meddings - Chairman;
Mrs M Armitage; Mr Jim Brodrick; Mrs P Edwards; Mrs C Hughes;
Mr D Luscombe; Mr G Harrison; Mr R Hatfield; Mr J Hill; Mr A Thomas

IN ATTENDANCE: District Councillor A Miller
Mrs E Meredith (Clerk)

1. Apologies:

Were received from Mr John Brodrick, County Cllr E. Sheldon, District Councillor A Fisher

2. Declarations of Interest:

Councillors were reminded of the need to:

- a. 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.

Personal Interests Declared:

Cllr J Hill Brown Heath Common Landowner of adjacent farmland

3. Minutes:

The minutes of the Parish Council Meeting held 17th May 2010 were approved and signed as being a correct record.

4. Progress Reports:

a) Clerk:

i. Minutes 17th May 2010 – Item 9. Frequency of meetings

Members to consider the proposal to hold monthly Parish Council meetings as raised at the above meeting,

The Clerk presented a schedule of estimated costs for each Parish Council meeting. At £115.15 per meeting, and with an additional 5 meetings per year, the additional annual cost to the Parishes would be approximately £575.77.

Councillors were reminded that under current Standing Orders, Extraordinary meetings can be held when significant matters require urgent consideration. Large or controversial planning applications are routinely referred to the full council for consideration, as demonstrated by the recent Poultry Houses, Drury Lane application.

Cllr George Harrison proposed the frequency of meeting should remain at bi-monthly, i.e. 6 meetings per year. This was seconded by Cllr Robin Hatfield.

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ii. **Review of Code of Conduct Para 12(2) and adoptions**

At its meeting on 17th September 2007, the Parish Council adopted the Model Code of Conduct, excluding Paragraph 7 and **Section 12(2)**.

The amendment to section 12(2) was not available to hand for consideration at the meeting on 17/09/07 and, as it was not mandatory for councils to adopt this section, this Parish Council adopted to observe the principles of Section 12(2) until such time as relevant information was available.

The Chairman outlined the conditions of this section, which the council have been following in principle:

“A councillor who has a prejudicial interest may attend a meeting to make representations, answer questions or give evidence relating to the business in question, providing the public are also allowed to attend the meeting for the same purpose.

Once the Councillor has made representations, answered questions or given evidence, he or she must withdraw from the room where the meeting is being held”

Para 12(2) (Revised) is now mandatory for Parish Councils to adopt.

Resolution: That this Council adopts Paragraph 12(2) and notifies in writing the appropriate authority.

Councillors voted unanimously in favour of the Resolution.

Clerk to advise Wychavon District Council, in writing, the formal adoption of Para 12(2).

iii. **Insurance damage claims The Green**

Accident 10th Nov 2009. Clerk still chasing recovery of £125.00 excess from insurers, Allianz.

iv. **Highways, Hedges, Potholes**

a) Road sign in Drury lane has now been reinstated

b) Clerk to contact landowners re overgrown hedges near Pear Tree Inn at Smite

c) Salwarpe Bridge - The Droitwich Barge Canal Bridge, Salwarpe Village is a Grade II Listed Building.

David Viner, Heritage Adviser for British Waterways has confirmed the Parish Councils concerns regarding the condition of the bridge have been noted and he will ensure the matter is addressed. He is due to inspect the bridge in coming weeks.

Ownership of the bridge needs to be established – it may be County Highways.

Clerk to monitor progress.

d) Damage to bridge over the rail track in Strand Lane, Martin Hussingtree.

Clerk has lodged enquiry with Network Rail for an update on repairs – Reference SR2701104

Clerk to monitor progress.

e) Grit Bins – Councillors reported on specific issues and new requirements for grit bins. Clerk to advise Highways of requirements.

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v. Lengthsman Scheme

Top Cut Mowing Services submitted a quotation of £1,555.00 plus VAT (which is recoverable), for the initial schedule of works to be carried out under the Lengthsman Scheme. Councillors unanimously agreed to accept the quotation.

Total budget for the Lengthsman Scheme for 2010/11 is £2,517.

Clerk to now set up procedures and liaise with Lengthsman for work to be undertaken in coming months and when weather permits.

vi. Droitwich Canals – Clerk to monitor and follow up in September 2010 following official opening.

vii. Fly tipping adjacent to Smite Gypsy site – Final works for the clearance of the site were completed on 14th July 2010.

viii. Brownheath Common Planning Application W/06/02244 - Cllr J Hill declared an interest in this item.

Clerk has written to Carol Roberts, Principal Solicitor, Wychavon District Council, to confirm the Parish Councils approval of the planning conditions regarding this application.

ix. Ramped kerbs at new junction to A38 – Martin Court

Highways Department have acknowledged the potential danger for members of the public using these ramps, which are angled into the main A38 carriageway. Highways to address with contractor.

x. Copcut Scoping Report

Capita Lovejoy held a Public Exhibition in June for local residents, for this proposed development.

xi. Memorial bench - The clerk confirmed the letter had been sent to the family of Reginald Fildes, declining the kind offer of a memorial bench in the parish.

xii. Droitwich Spa Area Forum – The clerk attended this forum and gave an update of the presentations. No matters requiring further action.

xiii. Retrieval of archived documents – TPO's relating to the 1980's have now been retrieved from archive, to prevent automatic disposal by the Record Office.

b) Chairman

i. The Pond Repairs

The Chairman reported that following the collapse of the edge of Ash Lane due to HGV delivery vehicles to Davids Nurseries, the edge of the pond has been reinstated resolving the drainage flow, by repositioning the wooden waterfall plinth, remodelling the basin with clay and insertion of a new continuous 4 inch pipe set in concrete and connected to the existing mains drainage under Pershore Lane. All works had been paid for by Davids Nurseries.

c) Vice Chairman

i. Staffing Committee 25th May 2010

The Vice Chairman reported details of the Clerk's review held on the above date. The Clerk had completed duties to a satisfactory standard and at the end of the probationary period had now been employed on a permanent basis. The Clerk was also appointed as Responsible Financial Officer for the Parishes.

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5. Correspondence

- i. Notice had been given by the County Highways Dept of a temporary 10 mph speed limit being imposed on the Pershore lane commencing 12th August 2010. This speed restriction is required while works are being carried out on the new junction to the Police Headquarters. Notice posted on notice boards in parishes.
- ii. Email received from Alison Toplis dated 13th July 2010 – A request has been made to reproduce 3 items lodged at the Record Office (No. 8669/6i-iii) in a publication provincial clothing trade in the 19th century. Copies of the 3 bills from clothing retailers were provided.

Councillors unanimously agreed permission may be given.

Clerk to advise Ms Toplis of relevant acknowledgement wording required in the publication.

- iii. SWJCS – Letter dated 15th June received giving update on changes following the General Election. As it is early days since the change of government, no definitive information on future strategy can be confirmed.

6. District Councillors Report

- i. **District Cllr Tony Miller**
Cllr Miller reiterated points outlined in Correspondence – Item 5.iii above.

7. Finance

- i. The Clerk presented a review of receipts/payments made since last meeting. See Appendix 4.

8. Development Control Consultations

- i. Updated applications – see Appendix 1
- ii. Standing order 3/07.07 – Major / controversial Development Proposal – See Appendix 2
Planning Application W/10/00330/CU – Poultry Houses, Drury Lane, Martin Hussingtree.
- iii. Enforcements – See Appendix 2:
Clerk to obtain updates on all active Enforcements.

9. Councillors Reports & Items for Future Agendas

- i. The Chairman advised that a letter had been sent to County Councillor E Sheldon, sending the Parishes Councils wishes for a speedy recovery for his wife, who was in hospital following a fall.
- ii. Cllr R Hatfield expressed concern regarding the safety of unlit pony traps being used on the highways at night, by residents of the Smite Gypsy site. On occasion this includes children.

Clerk to write to West Mercia Police to highlight road safety issues.
- iii. Cllr Armitage advised that Worcester Rugby Club had telephoned, offering support with the provision of equipment for Parish events. To be noted for future use.
- iv. Cllr Harrison requested that information should be obtained on Live / Work units that have been successfully developed in other regions. This information would be useful for comparison purposes for any future planning applications of such a nature.

10. The date of the next meeting:

Monday 20th September 2010 at Salwarpe Village Hall.

There being no further business the Chairman closed the meeting at 9.15pm

Signed Date: 19th July 2010
Ms B Meddings, Chairman

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Appendix 1 - Development Control (9th May – 9th July 2010)

New Applications				
Dev No	Location	Proposal	Council	Action
W/10/00330/PP	Former Poultry Houses, Drury Lane	Change of use and refurbishment to provide six work/live units	Martin Hussingtree	Object
W/10/01545/PP	Salwarpe House, WR9 0AH	Proposed demolition of existing double garage and construction of new double garage.	Salwarpe	Under consideration

Awaiting Decisions				
Dev No	Location	Proposal	Council	Action
W/09/01357	Four Acres Nursery	Demolition of existing bungalow and erection of new two storey dwelling	Martin Hussingtree	Pending Consideration
W/06/02244	Old Forge, Brown Heath	Conversion of the Old Forge into a single residential unit	Martin Hussingtree	Pending Consideration
W/10/00769/OU	Land off, Pershore Lane, Tibberton	Worcester Bosch – outline planning application	Tibberton-consulted as neighbouring parish	Pending Consideration

Decisions				
Dev No	Location	Proposal	Council	Action
W/10/00524/PP	4 Pershore Lane Cottage	2 storey extension and single storey rear garden room	Hindlip	Approved
W/10/00996/PP	The Byre, Copcut Lane, Salwarpe	Change of use of part garage into habitable accommodation	Salwarpe	Approved
W/10/01105/PN	Harvest Barn, Smite Lane, Hindlip	Storage container for animal feed and maintenance machinery and materials	Hindlip	Approved
W/10/01115/PP	Brownheath House, Brown Heath Lane, Martin Hussingtree	Extension to outbuilding to provide carport, replacement barn with lower level garage and workshop. Removal of existing barn.	Martin Hussingtree	Approved

Appeals				
Dev No	Location	Proposal	Council	Action
None				

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Appendix 2 - Development Control

Standing Order 3/07.07 Major/Controversial Development Proposals:

The Clerk in consultation with the Chairman called an extraordinary planning meeting to consider Planning Application No. W/10/00330/CU for six live work units on the former Poultry Houses site, Drury Lane, Martin Hussingtree.

Former development proposals have been refused by the local Authority and on Appeal in 2008.

The Developers had held a Public Meeting on 6th July 2009 to consult residents following 30 objections to the previous proposals.

Planning meeting held on Monday 28th June 2010 at Salwarpe Village Hall

Councillors Attended: Cllr B Meddings (Chairman), Cllr Jim Brodrick, Cllr Penny Edwards, Cllr John Hill, Cllr George Harrison

Apologies: Cllr Carol Hughes, Cllr John Brodrick, Cllr Mary Armitage, Cllr Anthony Thomas

The Clerk noted comments, objections and general observations for formulating a response with the Chairman and Vice Chairman.

A Public Viewing of all planning documents was arranged for Wednesday 30th June at Salwarpe Village Hall, 6pm to 8pm to assist residents without online facilities.

Clerk, Chairman and Vice Chairman were in attendance to answer questions.

Public in attendance: 32 residents

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Appendix 3 - Enforcements (9th May – 9th July 2010)

Enforcements				
Dev No	Location	Description of alleged breach	Council	Status
IN/08/00132	Court Farm, Hindlip Lane	Unauthorised activities.	Hindlip	Active
IN/08/00276	Copcut House, Copcut Lane	Incomplete external rendering	Salwarpe	Active
IN/09/00472	Ashford House, Droitwich Road	Removal of container in Conservation Area	Martin Hussingtree	Active
IN/09/00577	Court Farm	Listed Dairy Building. Removal of roof tiles	Hindlip	Active

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APPENDIX 4 - Payments and Receipts made since 15th March 2010

Payments

Date	Chq no	Payee	Description	Amount
30/04/2010	101324	Mrs E Meredith	Clerks salary & expenses April 2010	418.23
30/04/2010	101325	Worcs CALC	Annual Subscription	268.32
31/05/2010	101326	Mrs E Meredith	Clerks salary & expenses May 2010	380.63
01/06/2010	101327	AON Insurance	Annual Insurance	553.02
	101328	Cheque cancelled	Incorrect amount	-
04/06/2010	101329	Topcut Mowing Services	April & May invoices	722.62
04/06/2010	101330	Salwarpe Village Hall	Room Hire May, July, Sep, Nov	40.00
07/06/2010	101331	Hindlip, Martin & Salwarpe PCC	Community News	50.00
30/06/2010	101332	Mrs E Meredith	Clerks salary & expenses June 2010	402.85
01/07/2010	101333	B Meddings	Chairmans Expenses	50.00

Receipts

11/05/2010		Chartis Insurance	Insurance recovery	215.75
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Balances as at 9th July 2010

Current
Account £1,718.04

Deposit
Account £10,157.32

Total
Reserves £11,875.36

Debtors

VAT Recovery £660.10

Statement date - 9th July 2010