

HARTLEBURY PARISH COUNCIL

MINUTES OF THE VIRTUAL MEETING OF HARTLEBURY PARISH COUNCIL HELD ON TUESDAY 6TH OCTOBER 2020

PRESENT: Cllr. Ingham - Chairman, Cllr. Mrs Meredith, Cllr. Mrs. Atkinson, Cllr. Bateman, Cllr. Buck, Cllr. Evans and Cllr. Tranter

ALSO, PRESENT: Clerk Lesley Cleaver, Locum Clerk Ruth Mullett and 3 members of the public

Cllr. Mrs Atkinson and Cllr. Tranter asked that the meeting be recorded

1. APOLOGIES

Apologies were received from Cllr. Mrs Humphreys and County Cllr. Tomlinson

2. DECLARATIONS OF INTEREST

Cllr. Mrs Atkinson agenda item 6.2

3. ADJOURNMENT OF THE MEETING TO HEAR FROM:

The meeting was adjourned to hear questions from members of the public. This does not form part of the formal council meeting.

County Cllr. Tomlinson – Apologies given and no report.

District Cllr. Bateman – Council Leaders Update circulated to all councillors. Cllr. Bateman also gave a verbal update on developments at Wychavon District Council.

4. MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr. Mrs Meredith seconded by Cllr. Bateman and unanimously **RESOLVED** that the minutes of the Meeting held on Tuesday 25th August be signed as a correct record

5. PLANNING ISSUES

District Council Decisions

20/00675/OUT – The Yard, Bishops wood Lane, Crossway Green – outline application for the construction of a live/work unit of accommodation with all matters reserved – **Application refused**

20/01413/CU – Little Acres Equestrian, Lincomb Lane, Lincomb – erection of stable block, tack room and feed barn, land change of use from agriculture to equine – **Application Approved**

20/01396/CU – Norchard Farm, Norchard Lane, Crossway Green – conversion of a redundant barn to a single dwelling house – **Application Approved**

Planning Applications for Parish Council Comments

20/01749/FUL – Bank House, A449 Mitre Oak to Crown Lane, Hartlebury – erection of 3 dwellings - **Objections**

20/01777/FUL – Oakwood, Lower Poollands Lane, Hartlebury – change of use of land from agricultural to residential. Erection of replacement garage – **No**

objections

20/01863/FUL – Little Acres Equestrian, Lincomb Lane, Hartlebury – construction of a stable block – retrospective – **No objections**

6. FINANCE COMMITTEE RECOMMENDATION: To approve recommendations from the Finance Committee held on 21st September 2020.

Prior to items under finance Clerk wanted to give her thanks from the parish council to Cllr. Buck for donating 30 ton of stone to the allotments to rectify the paths. Cllr. Tranter also confirmed that he had been elected to Chairman of the Finance Committee and thanked fellow councillors for their support.

1. Minutes were received by all councillors with no comments.
2. It was unanimously **RESOLVED** to: -
 - Works to be undertaken at a cost of £100.00 by Leapgate Builders for allotment trackside labour (Cllr. Mrs Atkinson declared an interest on this item)
 - Tree works to lift canopies perimeter by Top Cut at a cost of £350.00 plus VAT.
 - Post and rail to close of slope due to health and safety concerns by Tree Cut at a cost of £90.00 plus VAT.
 - To award a grant to the castle as per grant application received of £500.00
3. **Budget v Actual end of July 2020** – Budget scrutinised and agreed by all Councillors.
4. **Bank Reconciliation end July 2020** – Bank Reconciliation scrutinised and agreed by all Councillors.
5. **Accounts for Payment** – It was unanimously **RESOLVED** to pay the following payments. Two councillors to sign the cheques.

Cheque No. 102029	The National Allotment Society	£67.00
Cheque No. 102030	Top Cut August mowing	£498.00
Cheque No. 102031	R Mullett Locum	£549.95
Cheque 102032	L Cleaver Clerk's expenses	£49.77

7. WEBSITE

1. This item was deferred.

8. NEW HOMES BONUS CLOSURE

1. Wychavon District Council have confirmed that Hartlebury Parish Council is entitled to £19,364.00 in uncommitted funds from the New Homes Bonus Scheme of which we would need to decide on a project by 31st March 2021 and to have commenced the project by 31st March 2022. All details have been circulated to councillors. It was agreed to put this item on next months agenda to come up with some ideas as to how we could spend the funds and agree a way forward with regards consultation with the parish as to their preferred choice of

project.

9. PARISH MAGAZINE

1. This item was deferred

10.CO-OPTION OF A NEW COUNCILLOR

1. Proposed candidate Mr Pratt gave the council a brief introduction about himself and why he felt he would be an asset to the parish council.
2. It was unanimously **RESOLVED** that for Mr Pratt to be co-opted onto the parish council and he duly signed his Declaration of Acceptance of Office. It was agreed for the Locum Clerk to do some induction training and to agree a date outside of the meeting.
3. Cllr. Pratt agreed to join the following groups: -
 - Business Liaison Group
 - Website Development Group

11.HARTLEBURY TRAIN STATEMENT

1. Cllr. Mrs Meredith confirmed that for the last fifteen years there had been a train at roughly 15.15 from Worcester Foregate Street to Hartlebury. In September this was changed to depart from Shrub Hill. The train is typically used by school children and Foregate Street is the nearest train station to the Worcester schools. It was unanimously **RESOLVED** for Cllr. Mrs Meredith construct a letter for the clerk to send out on behalf of the council requesting this route be reinstated.

12.PROPOSED DEVELOPMENT OF AN ENERGY AND RESOURCE PARK

1. It was agreed that Cllr. Tranter would respond to this consultation through the Clerk.

13.OPEN UP THE PLAY AREA

1. Due to health and safety issues being discussed with regards the surface of the matting in the play area it was agreed the play area would remain closed and Clerk would put up new notices. Clerk and Cllr. Pratt agreed to meet and assess the state of the matting as a matter of urgency and report back to the full council.

14.PLANNING ENFORCEMENT RAISED BY CLLR. INGHAM

1. This item was deferred

15.A449 NURSERY AND FOOTBALL TEAM SIGNAGE

1. This item was deferred

16.OUTDOOR PIZZA POP UP URBAN VILLAGE PIZZA

1. Clerk reported she had been to visit the pizza tent and confirmed that it was a really successful venture being well received by parishioners. It was agreed that

the scheme would continue.

17. THE CHAIRMAN'S DIAMOND JUBILEE COMMUNITY RECOGNITION AWARD 2020

1. The Chairman's Diamond Jubilee Community Recognition Award is a way of considering a person or group in the area that have carried out particularly good work within the community during 2020. The Chairman asked that councillors email the clerk with any nominations they would like to put forward to receive the award.

18. CORRESPONDENCE

1. Correspondence list circulated to all councillors. Items for action: -
 - West Mercia Police PCC Town and Parish Council Survey – Cllr. Mrs Meredith agreed to respond on behalf of the council
 - West Midland Trains online survey – Cllr. Mrs Meredith agreed to respond on behalf of the council
 - CPRE Planning System Changes – can we sign the petition – it was agreed for Clerk to resend to all councillors for them to sign if they so wished
 - Wychavon District Council Legacy Grant Scheme – Clerk to resend information to all councillors
 - Consultation Notice – Neighbourhood Development Plan for Ombersley and Doverdale – Clerk to resend information to all councillors

19. ALLOTMENT RENT REVIEW

It was unanimously **RESOLVED** to agree the new proposed allotment rent review.

20. TO RECEIVE REPORT OF PARISH COUNCILLORS

1. Cllr. Tranter made the following statement read out by Locum Clerk – “With regards to the alleged code of conduct raised against Cllr. Sheridan Tranter, an investigation had taken place and were pleased to confirm that there was no breach to answer to”.
2. Cllr. Mrs Meredith – social media to be placed on next agenda

21. URGENT DECISIONS

1. Parish Hall car park – working party to let Clerk know as a matter of urgency how you wish to proceed as the car park is still closed.
2. Cheque 102033 – Top Cut September Mowing £498.00
3. Cheque 102034 – HAGS play area replacement shackle £15.12

4. **DATE OF NEXT MEETING** – Tuesday 3rd November 2020.

Meeting closed at 8.45pm

Signed(Chairman) Dated