

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

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,  
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**Minutes of the Meeting of the Parish Council  
of Hindlip, Martin Hussingtree & Salwarpe held at 7.00pm on Monday 26<sup>th</sup> October 2020**

**HELD VIRTUALLY BY ZOOM**

Voting Procedure – Alphabetical roll call led by the Chairman

**PRESENT:**

Cllr. P. Oakley (Chair) Cllr. B. Meddings Cllr. M. Armitage, Cllr. A. Thawley, Cllr. C. Hughes, Cllr. A. Phillips, Cllr. J. Clarke, Cllr. J Brodrick Cllr J. Hill (19.25pm connectivity problems)

**IN ATTENDANCE**

E Gallagher (Clerk).  
District Councillor N. Wright  
District Councillor T Miller

No Residents of the Parish

No	Minute	Action
1.	<b>Apologies</b>  Apologies received from Cllr. A Thomas (unavoidable personal business – agreed by Chairman) and Cllr. D Luscombe (connectivity problems)	
2 (a).	<b>Declarations of Interest/Code of Conduct</b>  i) <b>To declare any interest</b> None declared  ii) <b>To declare any Dispensations</b> <b>None</b>  iii) <b>To note the Code of Conduct and requirements of the Transparency Regulations</b> Noted: The Parish Council was now classified intermediate category with greater than £25,000 turnover.  iv) <b>To note the Right to Record meetings:</b> Noted.  v) <b>To confirm any necessary update to the Register of Interests</b> No update.  vi) <b>To note security and privacy of information under the General Data Protection regulations.</b> Noted.	
2 (b).	<b>Standing Orders &amp; Financial Regulations</b>  i) <b>To note Standing Orders</b> Adopted 18 November 2019  ii) <b>To note Financial Regulations</b> Adopted 18 November 2019 Amended to include emergency measures 8/7/2020  iii) <b>To review any Freedom of Information requests</b> The Clerk reported that there had been no requests for information over the preceding 12 months.	

iv)	<p><b>To note security and privacy of information under the General Data Protection regulations.</b></p> <p>Noted</p>	
3.	<p><b>Minutes</b></p> <p>a) The Draft Minutes of the Parish Council Meeting held on 8<sup>th</sup> July 2020 were approved as being a correct record and signed by the Chairman.</p>	
4.	<p><b>Chairman's Report</b></p> <p>a) <b>New Homes Bonus/s106 Funds</b> Correspondence had been received regarding arrangements for closing the New Homes Bonus Funding Scheme on the 31<sup>st</sup> March 2021. An outstanding amount of £656 was available to claim for an acceptable New Homes Bonus application with work commencing no later than 31<sup>st</sup> March 2022.</p> <p>In addition, an amount of £5320.77 s106 grant had been set aside by Wychavon District Council. This had been allocated specifically for a public open space project based in the parish of Hindlip. The Wychavon Committee, where proposals would be considered, would meet in January 2021 and again in March 2021. If agreed, project work must be completed and monies spent by October 2021.</p> <p>The Chairman requested that all councillors urgently consider possibilities for these grants and provide suggestions for both allocations, to the clerk, for both awards, by the end of December 2020. Suggestions would be considered as an agenda item at the next Parish Council meeting.</p> <p>b) <b>Highways</b></p> <p>i) The A38 improvement scheme had been completed and traffic signals were operational however, County Highways had not yet signed off the work. Bus stops had not yet been installed, road markings were missing and signage needed to be reassessed or replaced. Adrian Tuck, Highways Engineer, had been asked to reassess the line-painting at Pulley Lane junction and reinstatement of mid-road lines and chevron signs on bends within Pulley Lane. Directional signs and a Churchfields Farm sign were to be reinstalled. Tree planting, landscaping and hedging, to be funded by the contractor, was expected to be completed by March 2021. County Councillor Miller offered to provide funding for wildflower planting.</p> <p>ii) <b>Highways Planned Works</b> Work to reconfigure traffic lights at Hurst Lane junction and resurfacing works to pedestrian walkways had been put on hold pending Western Power's availability. Completion in 2021 was expected.</p>	
5.	<p><b>Deputy Chair Report</b></p> <p><b>Smart Water</b> The Deputy Chair had provided the following precis which had been circulated to all Councillors pre-meeting:</p> <p style="text-align: center;"><b><u>SMARTWATER SCHEME</u></b></p> <p><b><u>HINDLIP</u></b> As already reported in Hindlip the scheme has been successfully completed with all "Smartwater" Kits being allocated to households, who are hopefully all displaying their window stickers, with all appropriate road signage now in place.</p> <p><b><u>MARTIN HUSSINGTREE &amp; LADYWOOD AREA</u></b> Due to the Covid-19 Pandemic restrictions, the normal door-to-door circulation of leaflets and delivery of kits could not be undertaken. Hence, an amended rollout of the partnership scheme was co-ordinated by Councillor Barbara Meddings who arranged the printing and posting of leaflets to households at an additional cost £131. West Mercia Police Crime Commissioner John Campion provided Police personnel to register the kits online, agreeing also to pay the additional cost of posting the kits direct to residents. The Police Authority has supplied free of charge 8 Street signs which have been erected at key entry and exit routes throughout the parish.</p>	Deputy Chair

	<p><u>Overall cost of the scheme for parish of Martin Hussingtree:</u></p> <table border="0"> <tr> <td>Purchase of 82 kits</td> <td>£742.36</td> <td></td> </tr> <tr> <td>Police Grant</td> <td>-£181.35</td> <td></td> </tr> <tr> <td></td> <td>-----</td> <td></td> </tr> <tr> <td>Parish Council Net cost</td> <td>£561.80p</td> <td></td> </tr> <tr> <td>Printing/Postage cost</td> <td>+£131.04</td> <td></td> </tr> <tr> <td></td> <td>-----</td> <td></td> </tr> <tr> <td>Total cost</td> <td>£692.84</td> <td>Funded from CIL Levy/Grant</td> </tr> </table> <p><b><u>SALWARPE</u></b>  The application forms have been duly completed and submitted in line with our original calculations, although some new residences will have come on line due to the expanding development within the Parish. That said it would not be difficult to purchase additional kits if the need be, and subject to allocating sufficient funds.  Councillor David Luscombe has agreed to act as co-ordinator for the parish, ably supported by our Chairman.</p> <p>When the scheme has been completed for the three amalgamated Parishes it will be pertinent to inform our insurers of “Smartwater” signage and note their presence on our asset register.’</p> <p>The Deputy Chair confirmed that kits for Salwarpe had been ordered and would be delivered to and administered by West Mercia Police.</p>	Purchase of 82 kits	£742.36		Police Grant	-£181.35			-----		Parish Council Net cost	£561.80p		Printing/Postage cost	+£131.04			-----		Total cost	£692.84	Funded from CIL Levy/Grant	
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<p><b>6.</b></p> <p><b>i)</b></p> <p><b>ii)</b></p>	<p><b>Councillor Reports</b></p> <p><b>Community Enhancement Tree Planting Scheme (Cllr. A. Phillips)</b></p> <p>Councillor Phillips had provided the following precis which had been circulated to all Councillors pre-meeting:</p> <p style="text-align: center;"><u>Tree Planting on Martin Green</u></p> <p>‘An order has been placed with Ashridge Nurseries for 4 English Oak Trees. They are bareroot and 2 – 3m high. Stakes, ties and compost have also been ordered totalling £463.49. They are due for delivery at the end of October/early November. The contractor has estimated £25 each to plant, which will take the total to £562.49 out of the £600 budget granted by the council. This gives just under £40 contingency if there are any planting issues.  They will be planted in the positions recommended in the Natural Networks report carried out by the Worcestershire Wildlife Trust last year. I will let the council members know as soon as they are planted’.</p> <p>Councillor Phillips anticipated that delivery would take place in November 2020 and when delivered she would contact the contractor to arrange planting in accordance with Worcestershire Wildlife Trust recommendations.</p> <p>It was agreed that Councillor Phillips would also contact the Parish Council’s volunteer Tree Warden once the trees had arrived and were ready for planting.</p> <p><b>Parish Town Councils Event – Councillor B. Meddings</b></p> <p><b>South Worcestershire Development Plan Review</b></p> <p>Councillor Meddings had attended a virtual meeting on the 7<sup>th</sup> October and had produced the following summary which had been circulated to Councillors pre-meeting. She informed the meeting that the Environment Agency, Flood Defence Committee Severn Trent and all surrounding councils would be scrutinising the White Paper and lobbying Government about its proposals. County Councillor Miller intended to hold a meeting with the relevant MP on the 27<sup>th</sup> October 2020</p>																						

**SOUTH WORCESTERSHIRE DEVELOPMENT PLAN REVIEW**  
**WYCHAVON PARISH AND TOWN COUNCILS BRIEFING**  
**VIRTUAL MEETING 7<sup>th</sup> OCTOBER 2020 [100 participants]**  
Report by Councillor Barbara Meddings

The briefing provided an update on progress on SWDP Review and Government's proposed reforms to the Planning System set out in Two documents:

Document 1. Changes to the current Planning Policy and Regulations (The Government's White Paper) subject to legislative process due 2023.

Document 2. Planning for the Future. Reform of the Planning system consisting of 24 proposals for change. Ensuring the planning system does not obstruct residential development including:  
Zoning of land, quality design and infrastructure provision.  
Community engagement at plan making stage.  
Use of appropriate technology (Map based templates)  
Conserving/enhancing Historic buildings and areas.  
New standard method of calculating Housing need.  
Reform can be introduced immediately. Approval does not require the legislative process.

Summary:

- (1) Reform of Community Infrastructure Levy. Scope extended, more freedom given to Local Planning Authorities on how to spend it.
- (2) Strengthened Enforcement Powers and Sanctions.
- (3) Extending Permission-in-Principle Consent (PIP). To include major development.
- (4) Reforms possibly affecting Neighbourhood Plans.
- (5) Impact on the proposed SWDP Review from new planning reforms and revised calculation of housing needs that increased the overall provision of dwellings through housing targets set by Government.

Revised Review Timetable:

- (i) **Publication Consultation October/November 2021.**  
Allows for updating evidence of separate plans on site allocation for Travellers and Travelling Show people and Sustainability Appraisal.  
**Amendments only allowed on the two separate plans not on the Whole SWDP review.**  
**Submission**
- (ii) **to Planning Inspectorate March 2022.**  
**Inspectorate report and Adoptions due April 2023.**

**Wychavon Parish & Town Council's Event**

- iii) Councillor Meddings had attended a virtual meeting on the 8<sup>th</sup> October and had produced the following summary which had been circulated to Councillors pre-meeting

**WYCHAVON PARISH & TOWN COUNCILS EVENT - INFORMATION UPDATE**  
Virtual Meeting 8th October 2020 (55 participants)  
Report by Councillor Barbara Meddings

**Programme:**

- (1) **Leader of Wychavon District Council**, Bradley Thomas outlined £32 million local business support during Covid-19 recovery; the Council Tax support and emergency funding to local communities and organisations and Wychavon's 4 year recovery strategy 2020-2024.
- (2) **Chief Executive of Wychavon & Malvern Hills District Councils**, Vic Alison. Announced appointment of Jayne Pickering as Deputy Chief Executive for Wychavon and outlined a new 10

	<p>year Green Plan 2020-2030 on Policies and Resources for Energy, Low Carbon and Natural Environment and the financial challenges facing the Council.</p> <p><b>(3) Regeneration Manager, Chris Brooks</b> outlined Economic recovery plans. Encouraging people back into Towns and Social Media promotions.</p> <p><b>(4) Director of Housing and Communities, Stephen Gabriel</b> outlined the Council's responsibilities of Care, Protection, Security, Food and Sheltered accommodation for rough sleepers and the Homeless with complex needs during the continued Covid-19 crisis.</p> <p>All Councillors can assist by <b>reporting cases of Homeless persons</b> in their areas through: <a href="http://www.streetlink.org.uk">www.streetlink.org.uk</a></p> <p><b>(5) New Home Bonus/Community Legacy Grants:</b> Strategy &amp; Performance Manager Cherrie Mansfield with Community Programme Manager David Manning reported on the closing of the 8-year New Home Bonus scheme on 31<sup>st</sup> March 2021. The New Homes Bonus scheme had provided £3.5 million funding for projects. Any uncommitted funds at the closing date would be transferred to the new Community Legacy Grant Scheme-</p> <p>Applications for new Community Legacy grants would be subject to competitive bids based upon innovative, ambitious capital projects, working within a 2-year completion deadline. Successful awards would be made to projects which left a lasting community legacy or assisted smaller start-up schemes which addressed local concerns.</p> <p>The Community Infrastructure Levy would be reformed with Developers contributions going direct to Local Authorities. Parish Council would no longer receive the contributions.</p> <p><b>(6) Director of Planning and Infrastructure, Holly Jones</b> outlined planning reforms. Details can be read in the report on SWDP Review dated 7<sup>th</sup> October 2020.</p> <p><b>Announcement:</b> Future Wychavon event: District Wards Boundary and Electoral Review to be held on 12<sup>th</sup> November 2020.</p> <p><b>iv) Memorial Remembrance Ceremony. Wreath Laying Councillor B Meddings</b> Councillor Meddings would be laying a wreath on behalf of the Parish Council and County Councillor Miller would lay a wreath on behalf of the County Council. Covid had prevented a church service being held on the 8<sup>th</sup> November and so the wreath laying would take place on the 11<sup>th</sup> November at 11.00am. Two residents of the Parish had volunteered to clean the Memorial prior to the ceremony. Their offer had been gratefully accepted by the Parish Council.</p> <p>Councillor Hill joins the meeting 7.25pm</p> <p><b>vi) Court Farm Development – Councillor J. Brodrick</b> The multiple and retrospective applications filed on the Farmhouse site were discussed. It was considered that visually the site had been enhanced by the development however some dissent was expressed along with concern regarding confusing applications and possible infringement of conditions. It was noted that application 20/01740 Change of use of redundant building to three. holiday lets would be considered by the Planning Committee on the 13<sup>th</sup> November 2020. Councillor Brodrick asked that applications on this site be monitored.</p> <p>Councillor Brodrick leaves the meeting 7.30pm</p>	
7.	<p><b>Salwarpe Village Hall Committee Report (Council Representative - Cllr.J.Hill –</b></p> <p>No report, the Hall being closed due to Covid-19 restrictions</p> <p>Councillor Brodrick returns 7.33pm</p>	
8.	<p><b>Reports by District Councillors</b></p>	

<p>i)</p> <p>ii)</p>	<p><b>Breach of Condition - Land Abutting Court Farm Hindlip</b> A breach of condition had occurred land abutting Court Farm in the ownership of Marston Developments. The environment agency was taking action against illegal dumping. The Planning Enforcement Team were also involved with issues relating to this site.</p> <p><b>Grants</b> Green Deal and Public Hall Grants were available for application. Details had been provided on the County Council website.</p> <p>District Councillor Wright would contact the Clerk should it be necessary to provide information/reports to be circulated to Councillors between meetings during the period affected by the COVID 19 pandemic.</p>	
<p>9.</p>	<p><b>Progress on Items form the Minutes of 20<sup>th</sup> January 2020</b></p> <p>No urgent updates – In abeyance</p>	
<p>10.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p>	<p><b>Finance</b></p> <p>Review and ratification of payments made and received since the last meeting (see Appendix 1) Approved</p> <p>Report on year to date expenditure compared to budget Agreed</p> <p><b>Staffing Committee Meeting (non-public item)</b> Due to national and local difficulties, staffing committee meetings had been postponed. During the interim period, compliance with Legal and Employment obligations would be managed remotely by mutual consultation and be ratified at the next meeting of the Parish Council</p> <p><b>Meeting of the Finance Committee</b> A meeting of the Finance Committee to consider the 2021/22 precept would be held virtually at 8.00pm on the 26<sup>th</sup> November 2020 immediately following the meeting of the Parish Council It was noted that a Community Infrastructure Levy payment of £1670.10 in respect of the Middleton Cottage Development would be paid into the Parish Council's account in April 2021.</p>	
<p>11.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p><b>Planning Consultations - Appendix 2-4</b></p> <p><b>Planning Applications</b> Noted</p> <p><b>Enforcements and Appeals</b></p> <p><b>Temporary Granted Permissions</b> Noted.</p>	
	<p><b>Councillor Reports and Items for Future Agendas</b> None</p>	
<p>15.</p>	<p><b>Date of Next Meeting</b> To be confirmed and advised on the Parish Council's website.</p>	

**No Police Incident Report available for the duration of the pandemic**

1. There being no further business the Chairman closed the meeting at 7.40pm.

Signed..... Date

Chairman