

**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 Hindlip, Martin Hussingtree & Salwarpe Parish Council
held at 7.15 pm on Monday 17th July 2023**

PRESENT: Cllr. P. Oakley Chair. Cllr. J. Clarke, Cllr. B. Meddings Cllr. A Thomas, Cllr J. Hill. Cllr. A Johnson. Cllr R Hewitt. Cllr A Phillips. Cllr M. Armitage

IN ATTENDANCE E Gallagher (Clerk).
District Councillor N. Wright
District Councillor D. Birch
County Councillor M. Bayliss

One Resident of the Parish

No	Minute	Action
1..	Apologies Apologies received from Councillor A. Thawley & Councillor J. Brodrick	
2	Declarations of Interest/Code of Conduct i) To Declare any interest W/23/00893 Solar Park Land East of Droitwich Rd – Cllr. A Thomas - Non-Pecuniary Interest – family friend Cllr. J. Hill Non-Pecuniary Interest – Tenant of neighbouring field ii) To Declare any Dispensations None declared iii) To note the Code of Conduct and requirements of the Transparency Regulations Noted: The Parish Council was now classified intermediate category with greater than £25,000 turnover. iv) To note the Right to Record meetings: Noted. v) To confirm any necessary update to the Register of Interests Councillors were reminded to submit their forms to the District Council by 1 st June 2023 at the latest. vi) To note security and privacy of information under the General Data Protection regulations. Noted.	
3.	Standing Orders & Financial Regulations i) To note Standing Orders Adopted 1 st November 2021 Amended 17 January 2022. Standing Orders to be reviewed. Date to be agreed ii) To note Financial Regulations Adopted 1 st November 2021 Amended 17 January 2022. Financial Regs to be reviewed. Date to be agreed iii) To review any Freedom of Information requests The Clerk reported that there had been no requests for information over the preceding 12 months.	

iv	<p>To note security and privacy of information under the General Data Protection regulations. Noted</p>	
4.	<p>Minutes Councillor A. Phillips proposed that the minutes of 15th May 2023 were accepted as an accurate record, Councillor Meddings seconded the proposal and it was unanimously agreed. The Draft Minutes of the Parish Council Meeting held on 15th May 2023 were approved as being a correct record and signed by the Chairman.</p>	
5.	<p>Chairman's Report</p> <p>i) Provision of Bus Shelter's/Litter Bins – Copcut Rise Update Considerable progress had been made. Engineers from Copcut Rise had examined and approved the suitability of the site. Worcestershire Highways had confirmed that no permission was required other than that from of the owners of the site. Wm Davis had agreed the shelter design and had also agreed to provide and install the concrete base for the shelter. The Parish Council would order the shelter and bin as soon as confirmation from Wm Davis that the base work had been completed.</p> <p>ii) Highways Traffic Queue Multiple complaints had been received regarding queuing traffic from the Roman Way Island to Martin Hussingtree traffic Lights. A shortened turn right waiting lane into Copcut Lane had exacerbated this problem. There had been several interventions to attempt to alleviate the problem but the current configuration was considered by the County Council to be the safest option. It was accepted however that queuing would be an ongoing and inconvenient issue. It was suggested that the installation of an additional roundabout might be needed to help solve the problem. Rumble strips and the installation of cameras were also discussed. It was noted that directional signage for Salwarpe had been abbreviated causing confusion for drivers. It was suggested that, for clarity, the abbreviation should be replaced with an instruction of 'right turn only'. County Councillor M. Bayliss agreed to speak with County Highways to suggest this amendment and also to lobby the County Council for a better long-term solution to the queuing issue. He also agreed to speak with Safety Partnership regarding the feasibility for camera installations.</p> <p>iii) Smart Traffic Signals at Martin Hussingtree Concerns were raised over the continuing level of accidents at the lights at Martin Hussingtree, many occurring as a result of vehicles attempting to beat the changing traffic signals. Other contributing factors were high levels of traffic on David's Nurseries access road and patrons entering and exiting the car park of the Swan public house. It was agreed that turning right out of the pub car park was a major issue and It was felt that signage could help reduce adverse traffic incidents. Councillor Bayliss agreed to contact County Highways to ask them to intervene by approaching the management of the Swan public house to suggest potential solutions. County Highways did not hold any authority in this matter and so the signage or other intervention would ultimately be the pubs decision. County Councillor Bayliss also agreed to confer with County Council Highways and the County Safety Partnership to ascertain whether further actions could be taken.</p> <p>iv) Roadworks/Signage Discussion took place regarding lack of, or inappropriate signage during and at the end of roadwork operations. Lack of signage was causing confusion amongst motorists and utility companies were failing to retrieve signs at the completion of works. Councillor Bayliss agreed to speak to County Highways about this issue.</p> <p>v) Blocked Gullies The gully jetting programme was based upon historic events and it was felt that it should be reviewed to reflect the changing landscape. Farmyard debris and flooding reportedly caused the majority of blockages. The chairman asked County Councillor Bayliss to intervene to ensure that the jetting programme was appropriately managed through the summer months to alleviate major issues during the winter period. County Councillor Bayliss asked the chairman to provide details of problem gullies. The chairman directed all councillors to inform the clerk of any known problem areas within their parishes.</p> <p>vi) Community Legacy Grant Patrick Connelly, District Communities Officer, would be attending the September meeting of the Parish Council to discuss Community Legacy Grants. A further round of funding provided by this</p>	<p>Chairman</p> <p>County Councillor Bayliss</p> <p>County Councillor Bayliss</p> <p>County Councillor Bayliss</p> <p>All councillors/ Chairman/ County Councillor Bayliss</p>

	<p>grant was imminent and Hindlip, Martin Hussingtree & Salwarpe would be considered a priority recipient of this award. Grants would be provided for ambitious projects decided through community consultation. Awards could be made for projects working solely as the parish council or in conjunction with community groups located within the parish. Grant application and project management would be the responsibility of the parish council</p> <p>The chairman asked councillors to consider options for potential projects involving the community or community groups which could benefit from this award and to contact clerk with ideas prior to the September meeting.</p> <p>vii) Tree Warden Report The tree warden had inspected the trees on the Green at Martin Hussingtree and reported concerns relating to the health of some of the trees. Tent caterpillar was present on some trees, and although unsightly, this bug was not harmful. Two of the fruit trees had died and two further trees appeared to be struggling. Two oak trees were however thriving. It was thought that the variety of tree might be one of the reasons for the trees failing to thrive. Heritage varieties were less resilient to disease and infection. In addition to this, the trees were exposed and tree shields had not originally been included when planted.</p> <p>The trees were an integral part of the parishes biodiversity project and so it was agreed that organic methods should be used in the management and welfare of the trees.</p> <p>viii) Gloverspiece Mini-farm Residents had reported noise nuisance emanating from dogs held in pens at Gloverspiece Mini-farm. Worcestershire Regulatory Services had become involved and their dog warden had been working with the owners of Gloverspiece. It was reported that the problem was especially grave at night and early morning when there was no human presence on site. District Councillor Wright had also become involved and had spoken with the owner who had advised that the site would imminently be inhabited twenty-four hours a day. Residents had considered the idea of installing noise monitoring equipment. It was felt that this course of action might provide an evidential way forward if the issue continued to be a problem.</p> <p>viii) Councillor Training Details of Zoom training courses were available for councillors to view on the CALC website. Tibberton Parish Council were also intending to run an in person New Councillor training course within the next few months. The clerk asked councillors to view the courses and contact her if any were of interest. A booking had been made for the clerk and councillors Johnson and Hewitt to attend a Zoom planning course run by Warwickshire Association of Local Councils</p> <p>x) Coronation Bench Councillors had been asked to provide suggested locations for a Coronation bench, the purchase of which had been agreed at the May Parish Council meeting.</p> <p>.Suggested locations were:</p> <ul style="list-style-type: none"> - the A38 Copcut Lane verge in the vicinity of the Copcut public house - a suitable location on the Copcut Rise Estate - within the vicinity of the War Memorial site at Salwarpe - within the proximity of the trees on the Green at Martin Hussingtree. <p>Councillors were consulted on their preferred location and the result of the survey suggested that the majority of councillors, who had responded, preferred the Copcut Rise location.</p> <p>It was agreed that, Wm Davis should be approached to gain permission for the bench to be sited at a suitable location on the Copcut Rise Estate</p> <p>There had also been a proposal to fund a further bench in memory of Alfie Steele who had been a resident of Copcut Estate. There was some concern that the siting of two benches at Copcut Rise might result in bench overload.</p>	<p>All Councillors</p> <p>All Councillors</p> <p>Chairman</p>
<p>6</p>	<p>Deputy Chair Report None Available</p>	

<p>7. Councillor Reports</p> <p>i) Parliamentary Constituency Review . - Cllr Meddings</p> <p>ii) Bowbrook Electoral Review - Cllr Meddings</p> <p>iii) Hindlip Verges - Update from meeting with County Councillor-M. Bayliss July 2022 - Cllr. M. Armitage</p> <p>iv) Memorial bench in remembrance of Alfie Steele – Cllr A Johnson</p> <p>v) School catchment issue affecting the Copcut Estate – Cllr. A. Johnson</p> <p>vi) Neighbourhood communications - Establishment of Parish Facebook Page – Cllr. R. Hewitt</p> <p>vii) Parish Council Reserves expenditure plans - Cllr. R. Hewitt</p>	<p>Councillor Meddings had drafted a report detailing the history and outcome of the Parliamentary Review. This report had been circulated prior to the meeting. After strong representation the Boundary Commission's final recommendations that had taken into account the parish council views and the three parishes along with surrounding communities had been included in the new Parliamentary Seat of Droitwich and Evesham.</p> <p>The Commissions' Final Report and Recommendations was published on 1st July 2023. An Order approved by the Privy Council would now be laid before Parliament for implementation of the new constituency at the next General Election.</p> <p>Councillor Meddings had drafted a report relating to the review of electoral boundaries. The review aimed to ensure by parity, that each councillor represented a similar number of electors. The Commission, in drawing up new division boundaries, would determine which communities should be part of the same division. Consideration would be given to the facilities shared, community ties and common identities. It was mooted that as Droitwich West was 10 percent under-represented and a possible equalising shift might occur. It was unlikely that grouped parishes would be divided. The Chairman asked Councillor Meddings to draft a strong statement for submission, on behalf of the parish council indicating their preference for the status quo to remain. Councillor Meddings asked that councillors email her with their views by 31st August 2023</p> <p>County Councillor Bayliss reported that the area had been surveyed but the cost of laying a pavement at Hindlip Lane would prove prohibitive. An alternative suggestion was an improvement to the verge area by effective grass cutting with some shaping and levelling of the area. This work could be executed by the small works team and would therefore prove a cost-effective solution. The meeting agreed that this could be a suitable way forward and so County Councillor Bayliss agreed to speak with the relevant department. He stressed that the improved area would remain classified as verge rather than a pavement/path.</p> <p>Residents of Copcut Rise had approached Councillor Johnson with a request for a bench to be installed in memory of Alfie Steele, a young boy who had been a resident of the Copcut Rise Estate. The parish council wholeheartedly supported this request and an approach for permission to install had been made to William Davis. A response had yet to be received. Councillor Johnson had provided a map showing details of suggested locations within the Estate. This had been circulated to councillors prior to the meeting.</p> <p>Councillor Johnson highlighted the fact that Copcut Rise Estate was the only area in Droitwich with no option for a choice of middle school education. All other areas within the District had a two schools option whereas the residents of Copcut Rise were limited to one. He felt that this lack of parental choice was discriminatory to the residents of Copcut Rise. County Councillor Bayliss agreed to investigate and report back to the next meeting</p> <p>Councillor Hewitt suggested that noticeboards were not now the most effective form of communication and proposed that a dedicated, free to set-up and operate, Facebook page could be developed to work alongside the traditional boards. He felt that a parish council. Facebook page might drive more engagement and ideas from the community. Legal policies were already embedded in Facebook agreements and so this method of communication would be easier and quicker to set-up when compared with a parish council website. The page could be set-up to allow residents only access. This could be effectively managed with minimal admin input. The chairman asked Councillor Hewitt to draft a detailed two-page proposal for discussion at the September meeting. District Councillor Birch offered to assist with screenshots/details of neighbouring parish Facebook pages.</p> <p>Councillor Hewitt asked for details of allocated reserves and future expenditure plans. Legal powers and constraints imposed on new projects were discussed. It was suggested that ideas for projects were sometimes curtailed by the setting and time limitations of formal meetings.</p>	<p>Councillors</p> <p>County Councillor Bayliss</p> <p>Chairman</p> <p>County Councillor Bayliss</p> <p>Councillor Hewitt/Dist Councillor Birch</p> <p>Finance Committee</p>
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	<p>Councillor Johnson suggested that consideration could be given to support the AED located at Copcut Rise which was currently funded by donations. Similar projects to the Hindlip First School Breakfast Club and support for new play areas were mooted. It was agreed that a meeting of the Finance Committee should be arranged upon the return of the Deputy Chair who was appointed as the Chairman of the Finance Committee. Councillor Hewitt would be invited to attend.</p>	
8.	<p>Village Hall Report Councillor Hill reported that the Hall had been well used since its re-opening and the Hall was making good profits. The Village Hall Committee were keen to encourage new membership and had asked Councillor Hill to enquire whether any of the councillors might be interested. Councillor Johnson asked for details of the role and was advised to attend the next meeting of the Village Hall Committee. The clerk agreed to find details of this meeting and advise Councillor Johnson accordingly.</p>	Clerk
9.	<p>Reports of County & District Councillors (County Cllr. M. Bayliss. Dist. Cllrs. N.Wright & D. Birch)</p> <p>i) District Councillor Wright spoke of the availability of a rural fund which was able to be utilised for providing road signage. He also re-iterated the availability of the Community Legacy Grant, with HMHS Parish Council being considered a priority parish. He informed the meeting that planning applications were taking longer than expected to determine. A variety of reasons were causing the delay, including staff turnover and new officers in post.</p> <p>ii) District Councillor Birch had spoken with William Davis and Jay Singh, Principal Planning Officer, Wychavon District Council about the setting up a memorial garden at Copcut Rise in remembrance of Alfie Steele. William Davis had engaged and had made suggestions as to where this garden could be situated. The chairman suggested that the parishes proposed memorial bench might also be sited at this location if the proposal for the garden went ahead.</p> <p>iii) County Councillor Marc Bayliss spoke of the County's Children's Services which had now been rated as good by OFSTED. Only one third of councils in the country achieved a good/outstanding rating and so this achievement was to be celebrated. A further £50m would be allocated to Childrens Services over the next seven years. Councillor Bayliss confirmed that the County would support memorial calls for Alfie Steele by the provision of funds. He also confirmed that the County was committed to supporting the rural economy. The lack of presence of a representative from the police at recent meetings was discussed. County Councillor Bayliss suggested that he would strongly encourage police to attend a meeting on a four monthly basis (every other meeting).</p>	
10.	<p>Chairman/Clerk/ County & District Councillors - Progress on items from Minutes of 15th May 2023 Not otherwise covered by the agenda</p> <ul style="list-style-type: none"> • Dangerous overgrowth Pulley Lane, Exeter College Oxford – Reported to Savills (noted) • Ladywood canal bridge paintwork – Reported to WCC Highways (noted) • Hindlip First School s137 Agreement 2023/2024 – Signed by both parties (noted) 	
11.	<p>Finance</p> <p>i) Review of Payments made and Received since the Last Meeting (see Appendix 1) Noted.</p> <p>ii) Report on Year-to-Date Expenditure Compared to Budget Noted</p> <p>iii) Monitoring Officer to confirm Accuracy of Bank Payments Confirmed</p>	
12.	<p>Planning</p> <p>i) Applications (see Appendix 2) A request was made that the District Councillor would ask for planning application W/23/00893/FUL Construction of Solar Park to be determined by the Planning Committee rather than by Delegated Officer Authority.</p> <p>ii) Enforcements and Appeals (see Appendix 3) Noted</p> <p>iii) Temporary Granted Permissions (see Appendix 4) Noted</p>	

<p>13. i) ii)</p>	<p>Correspondence Received A request had been made by a Court Farm resident request for contact details of the Housing Strategy and Enabling Team. Email correspondence received from residents regarding dog noise nuisance emanating from Gloverspiece Mini Farm</p>	
<p>14.. i) ii) iii) iv)</p>	<p>Items for Future Agenda's: Hindlip Notice Board -Councillor Armitage In abeyance Chawson First School – Cllr. Johnson Cllr Johnson to investigate the percentage of parish children attending Chawson First School with a view to awarding s137 funds if appropriate. Ragwort Oakley Wood, Pershore Lane, Copcut – Councillor Hill Clerk to contact Councillor Brodrick to request that these locations be added to his formal correspondence with relevant authorities. Councillor Hill left the meeting 9.05pm Request for Camera/Signage Fernhill Heath Locations – Councillor Thomas</p>	<p>Cllr Johnson/ Clerk Clerk/Cllr Brodrick</p>
<p>15.</p>	<p>Items Carried Forward for Noting Defibrillator Renewal of Battery due November 2027. (ii) Pads expiry date July 2025 (iii) Warranty of AED expiry April 2023. Memorial Land. Possessory Title 2024. Possessory title to be finalised with Land Registry. Pensions Regulator. Auto enrolment compliance. Re-declaration made 28th February 2023. Next redeclaration due February 2026.</p>	
<p>16.</p>	<p>Date of Next Meeting The next meeting of the Parish Council was scheduled for the 18th September 2023 at 7.00pm in the main hall of Salwarpe Village Hall</p>	

A Police & Crime Commissioner Report was now distributed on a monthly basis in newsletter form

There being no further business the Chairman closed the meeting at 9.07pm.

Signed..... Date Chairman

Pre-Meeting Public Question Time 7.00pm -7.15pm

A resident of the parish had attended to provide further detail on planning application W/23/00912/FUL - The Nurseries, Droitwich Road, Martin Hussingtree- Demolition of glasshouses, fish ponds and bungalow and erection of building for private retail use (Sui Generis)

The application planned to establish a retail shop managed and run by volunteers of the applicants church community group. The shop would predominantly be for the use of that particular community group. This group had developed its own schooling system with its headquarters based in Hereford/Gloucester and operated on a national basis. The shop would be open approximately 3 days per week for approximately 3 hours per day with half day opening on Saturday mornings. The anticipated footfall was approximately 10 brethren visitors per day. The site would not be manned when closed but it would be protected by security cameras, alarms and locked gates. It was intended that whole site activity would prove to be unobtrusive to the wider community.

