

## HARTLEBURY PARISH COUNCIL

---

### The Minutes of the Annual Meeting of Hartlebury Parish Council held at Hartlebury Parish Hall at 7pm on Tuesday 17<sup>th</sup> May 2011

**Present:** Councillors Mrs J Jones (Chairman), A Bishop, Mrs C Boughton-Thomas, A Cupper, N Dowty, D Southall, D Stocker, H J Webb, Mrs L Brookes, P Holden, G Howard, A Jones, R Kirby

**In Attendance:** Mrs J Hyrons (Clerk), PC Richard Davies and PC Neil Price.

**1. Election of Chairman and signing of Declaration of Office:** Cllr Mrs J Jones was elected Chairman for a fourth year and took the Chair. She then signed the Declaration of Acceptance of Office.

**2. Apologies:** Apologies were accepted from Cllr N Dowty who would be late due to Wychavon D.C commitments and Cllr M Broomfield.

**3. Election of Vice Chairman:** Cllr P Holden was elected Vice-Chairman and signed the Declaration of Acceptance of Office.

**4. Declaration of Acceptance of Office:** All Councillors signed their Declaration of Acceptance of Office in the presence of the Clerk.

**5. Declarations of Interest:**

a: Register of Interests: Councillors were reminded of the need to ensure their register of interest is updated.

b: Personal Interests: Cllr D Southall (Item 12)

c: Prejudicial Interests: None

The meeting was adjourned for <b>Public Question Time</b> – notes appended at the end.
--

**6. Standing Orders:** Standing Orders were noted.

**7. Council's Scheme of Delegation:** Members were appointed to the following:

Finance Committee - Cllrs D Stocker, H J Webb, R Kirby, A Jones

Playing Fields Committee – Cllrs A Cupper, Mrs C Boughton-Thomas, G Howard, Mrs L Brookes

Allotments Committee - Cllrs D Stocker, Mrs C Boughton-Thomas, D Southall, A Bishop, G Howard

The Chairman and Vice-Chairman are expected to attend all Parish Council Committee Meetings.

Parish Hall Management Committee - Cllrs A Cupper, R Kirby, A Bishop

Worcestershire CALC Area Meeting – Cllrs L Brookes, P Holden

Hartlebury Museum Society – Cllr Mrs C Boughton-Thomas

Friends of Hartlebury Castle and Hurd Library - Cllr Mrs C Boughton-Thomas

**8. Minutes:** The minutes of the meeting held on 7<sup>th</sup> April 2011 were approved and signed by the chairman.

## **9. Reports:**

**a: Police:** PC Davies explained to Councillors that he was moving on in July and he brought his temporary replacement PC Neil Price to meet the council. CSO Andrea Leslie is still working in Hartlebury. PC Davies reported that there had been a decline in fuel / scrap metal thefts but fly tipping continues to be a problem. The police are introducing initiatives to combat these problems. Other crimes reported include signs / cars being used for target practice, criminal activity on the allotments and drain covers being stolen. The Safer Roads Partnership has now identified on their system that Old Worcester Road has a speed issue (after years of the Parish Council lobbying to reduce speed) and will be targeting the road.

### **b: Clerk:**

Annual Return: This has been signed off by the internal auditor and must now be approved by the Finance Committee and adopted by the full council.

Village Website: The Clerk will chase up the organisations who haven't responded – agenda item for next meeting.

Allotments: Some allotment holders have raised concerns that some plots are not being tended yet there are keen people on the waiting list. The allotment reps have compiled a newsletter and included an article on this. There have been security issues on the allotment - the police have been asked to patrol the site regularly.

Footpaths: Following notification that footpaths HR562, 563, 567 & 568 will not be diverted because of an objection the clerk has been asked to follow up a number of issues with these paths.

Environment Agency: They have issued the environmental permit for the incinerator.

Landfill Traffic: A complaint has been made about HGV's turning into Station Road as early as 6am. Biffa has said that their drivers are instructed to arrive after 7.20am. Registration numbers or vehicle descriptions are required to ascertain where these vehicles are going.

Hartlebury Trading Estate: Geoff Hall has said that they are continuing to review the points raised at the meeting including writing to all tenants and speaking to some about reducing the impact to the community.

**c: County Councillor:** Cllr Broomfield was unable to attend and sent his apologies. He has expressed his delight about the decision of the Secretary of State to "call in" the incinerator planning application.

**d: Other:** Councillors were given the opportunity to speak a little about themselves and why they had joined the Parish Council. Overwhelmingly, councillors said they were looking forward to working together for the good of the village and some clarified the fact that although they were supporters of WAIL they were not members of the committee.

**10. Finance:** Payments totaling £2,730 were approved and passed for payment.

**11. Local Authorities Members' Allowances:** It was resolved that Hartlebury Parish Council will not adopt the Members' Allowance Scheme and Councillors will continue to fund their own petrol / subsistence costs when undertaking council business.

**12. Bus Service Review:** The Clerk was asked to reiterate that Hartlebury is a rural area and must not suffer a decline in bus services. Route 300 is under threat of withdrawal and it is proposed that Routes 302/303 be amalgamated.

**13. Staffing Committee Minutes:** The minutes of the Staffing Committee held on 3 May 2011 were received and the recommendations approved.

**14. Affordable Housing:** It was resolved that the Parish Council will support an additional Housing Needs survey by Community First / Wychavon DC in order to update their 2007 evidence. The Clerk was asked to stress that this must not just be a paper exercise and must be followed up with action.

**15. New Councillors' Training:** New Councillors were informed of training courses which they should attend in order to undertake the role of Councillor effectively. Councillors will inform the Clerk of their availability for the specified courses.

**16. Correspondence:** The correspondence issued with the agenda was noted. The Draft Planning Policy Statement for Gypsy sites will be discussed as an agenda item at the next meeting. The Clerk was asked to forward details of the Young Good Citizens Award Scheme to the secondary school.

**17. Councillors' Reports and Items for Future Agenda:**

The clerk was asked to report poor surfaces / blocked drains on various roads.

It was requested that speeding be an agenda item next month.

An update on the work of WAIL was given – a public meeting will be held in early June to update residents. The Chairman thanked WAIL for such a good result with the decision of the government to hold a full public enquiry.

Following the comments made by a resident in Public Question Time about the destructive deforestation of Hartlebury Common the clerk was asked to write to Worcestershire County Council reiterating our concerns and requesting that they attend the Parish Council meeting in July to clarify the work they are doing

**18. Date of Next Meeting:** 7pm Tuesday 7th June at Hartlebury Parish Hall.

The meeting closed at 9.05pm

Signed .....(Chairman)      Dated .....

---

Notes from Public Question Time

4 residents attended to listen to the workings of the Parish Council.

1 resident raised concerns about the "restoration and conservation" of Hartlebury Common. A number of trees, including juvenile oaks, are being felled as part of Natural England's deforestation policy but the resident was concerned that this is altering the common for good and once these trees are felled they are irreplaceable. He also felt that the rights of the public to use the common were being eroded with the decision to fence the area and introduce cattle. The Chairman explained that the Parish Council had objected to the changes and it was agreed that this should be put on the agenda for the next meeting.