

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,
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Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00 pm on Monday 18th July 2016 at Committee Room Salwarpe Village Hall

PRESENT: Cllr. P. Oakley (Chairman), Cllr. B. Meddings Cllr. M. Armitage,
Cllr. A. Phillips, Cllr. C. Hughes, Cllr. J. Hill. Cllr.A. Thawley,
Cllr. J. Clarke, Cllr. D. Luscombe.

IN ATTENDANCE E. Gallagher (Clerk)
District Councillor T Miller (7.30pm)

No	Minute	Action
1.	<p>Apologies</p> <p>Apologies had been received from Cllr. A. Thomas and Cllr. J. Brodrick, District Councillor L. Duffy.</p>	
2.	<p>Code of Conduct & Standing Orders</p> <p>a) To declare any interest The following declarations were made:</p> <p>W/16/01237/PP - Willow Barn Cllr C. Hughes Non- Pecuniary interest. W/16/01472/AA - A38 advertising sign Redrow Homes Cllr C. Hughes Non- Pecuniary interest. IN/14/00299 - Pear Tree Inn Cllr. A Thawley Non- Pecuniary interest. W/16/01423/OU -Gloverspiece District Cllr. L. Duffy (in absentia).</p> <p>b) To declare any Dispensations None declared.</p> <p>c) To note the Code of Conduct and requirements of the Transparency Regulations Noted.</p> <p>d) To note the right to record meetings refer to displayed notice Noted.</p>	
3.	<p>Minutes</p> <p>a) The draft minutes of the Parish Council Meeting held 16th May 2016 were approved and signed as being a correct record.</p>	
4.	<p>Clerk - Progress Reports on actions from minutes of 16th May 2016</p> <p>Councillors requested that the Clerk give an update on the following items from the previous Minutes.</p> <p>a) Pershore Lane – Ragwort No action. The Chairman requested that this item be removed from the Minutes.</p> <p>b) Notice Boards HMP Long Lartin had not made any further contact regarding cost design and the provision of notice boards. Chairman to make contact.</p>	<p style="text-align: center;">Closed</p> <p style="text-align: center;">Pending Chairman</p>

<p>c) Strand Lane Damaged Verges/Potholes Work completed.</p> <p>d) Newland Lane County Councillor Tony Miller reported that the street light impacting on a particular property at the Newland Lane development had been extinguished. The County Highways were continuing to negotiate with the Developer on a number of outstanding issues. Neither Woodedge Drive nor Cuphall Close had been adopted by the County Council due to the poor standard of finish to the road surfaces. The roads therefore remained in the private ownership of the Developer.</p> <p>The clerk had reported the obstructed Public Right of Way to Matt Reynolds, Persimmon Homes Principal Engineer, and was awaiting a response as to how and when this issue would be rectified and resolved.</p> <p>e) Offerton Farm – Equine Use An amended change of use application had been submitted (W/15/02696/CU) which now included the use of the land for gallops.</p> <p>f) Illuminated Sign – Worcester Rugby Club The District Councillor reported the intention to produce photographs for presentation to the enforcement team, for further investigation.</p> <p>Martin Hussingtree Junction Scheme</p> <p>g) County Councillor Miller reported that a meeting had been arranged on the 20th July 2016 to discuss proposals presented by the developer in a document dated 6th May 2016. County Councillor Miller and District Councillor Duffy would attend this meeting to assess the proposals.</p> <p>Middleton Bank.</p> <p>h) Surface repair and water damage remedial work had been carried out and dangerous trees had been removed from the Bank. A safety survey had been requested. Full reinstatement of the highway, however, was a prerequisite prior to the commencement of this survey. It was expected that highway surface dressing was imminent.</p> <p>Sling Lane</p> <p>i) Issues relating to Sling Lane had been brought to the attention of John Campion, the new Police & Crime Commissioner. This issue was not considered a priority and would be dealt with in due course. Monthly meetings were now scheduled between the County and District Councillor and the Police & Crime Commissioner.</p> <p>Proposed Street Names Copcut Rise</p> <p>j) The naming of this site was now in progress.</p> <p>Littered Embankment adjacent to Layby A38</p> <p>k) District Councillor Miller agreed to investigate and contact litter pickers who might be in a position to incorporate this site into their workload.</p> <p>Salwarpe Bridge (Listed Building)</p> <p>l) Tom Connisford had agreed to survey both the canal and river bridges and where possible, action would be taken to ensure the safety and protection of the bridges which would likely include width restrictions. The Chairman requested that a meeting be arranged between him and Tom Connisford to discuss this item.</p> <p>Memorial Land: Possessory Title 2024</p> <p>m) Possessory Title to be finalised with the Land Registry in 2024. Draft Standing Orders had been amended and the item would be carried forward in the Annual Meeting minutes until completion of the transfer of title.</p>	<p>Closed</p> <p>Closed pending further information</p> <p>Clerk</p> <p>Closed</p> <p>Cty/Dist Councillor</p> <p>Cty/Dist Councillor</p> <p>Cty/Dist Councillors/Chairman</p> <p>County/Dist Councillor Miller</p> <p>Closed</p> <p>County/Dist Councillor Miller</p> <p>County/Dist Councillor Miller/Chairman/ Tom Connisford</p> <p>2024 Carried forward</p>	
<p>5.</p> <p>a) Police & Crime Commissioner</p>	<p>The P.C.C would provide an annual report for the Parish Council which would contain</p>	

	<p>details of the fairer police funding initiative. A police ambassador would also attend a Parish Council meeting in order to report issues raised for police action/consideration.</p> <p>b) Road Improvement Scheme All A, B and C roads within Worcestershire were now subject to a new road improvement initiative. The programme, designed to ensure that all roads were of an acceptable standard, was expected to span the next two years with resurfacing scheduled on a rolling ten-year basis. An additional ten million pounds had been allocated to this scheme. It was intended to include footpaths in this scheme from 2017.</p>	
<p>6. Chairmans Report</p> <p>a) Finance Regulations Update</p> <p>b) Highways Closures and Disruptions</p> <p>c) Droitwich Neighbourhood Plan (Joint Committee)</p>	<p>Amendments to the Model Financial Regulations 2016 had been discussed and a draft produced by the Finance Committee on the 13th June 2016. Minor amendments to Standing Orders and Internal Controls were also recommended by the Finance Committee. No further comments or amendments were suggested by the Full Council.</p> <p>The Chairman discussed numerous reasons for disruptions due to the long spell of motorway closures. Although benefits would be evident when work had been completed problems had been widely reported during the extended period of work. The County and District Councillor agreed that traffic calming speed signs should be erected in an attempt to restrict speed on Parish lanes. Some traffic calming initiatives were already in-situ and this issue would be further discussed at the meeting of 20th July 2016. Issues relating to the Martin Hussingtree Junction Scheme and the variation of condition 6 of the planning approval would also be discussed at this meeting.</p> <p>The Parish Council had been contacted by Droitwich Town Council to invite the Parish Council to participate in a joint Town/Parish Neighbourhood Plan Committee. Wychavon District Council were encouraging Parishes to adopt Neighbourhood Plans and New Homes Bonus Grants could now be utilised for their production. Amongst other benefits a Neighbourhood Plan would enable the Parish Council to make planning proposals not included in the South Worcestershire Development Plan. It would also enable the Parish Council to advocate the style of development in a particular area. The Chairman agreed to contact Cllr. R Morris, Droitwich Town Council to discuss the matter further.</p>	<p>Closed</p> <p>Cty/Dist Cllr. Miller/Dist Cllr. Duffy</p> <p>Chairman</p>
<p>7. Deputy Chair Report</p> <p>a) NALC Pay Awards 2016/17</p> <p>b) New Homes Bonus</p>	<p>The Finance Committee had, on 13th June 2016, recommended that the NALC pay awards for years 2016 and 2017 for Clerks salary be accepted and the 2016 salary award be backdated to April 2016. The 2017 award commencing April 2017. The Deputy Chair proposed acceptance and this was unanimously agreed.</p> <p>Five tangible schemes had been selected for consultation based upon community benefit, support, viability and cost.</p> <ul style="list-style-type: none"> • Salwarpe Village Hall Trust proposals - supported for implementation. • Improvement to the Visitor Parking area at Martin Hussingtree Church - supported for implementation. • Salwarpe Church Visitor Centre – withdrawn. • Canal-side Jetty and Signage Project - in abeyance. • Roadside Flower Tubs and Planting - deferred for further consideration. <p>It was agreed that the Clerk should contact the Clerk at Droitwich Town Council to elicit process and maintenance information in respect of their planting scheme. It was also agreed that details of successful schemes should be published on notice boards and in the next edition of the Community Magazine.</p>	<p>Closed</p> <p>Clerk</p>

c)	Hindlip Lane Overgrowth The Deputy Chair detailed responsibilities and activity for tending the overgrowth at Hindlip Lane: <ul style="list-style-type: none"> • Grassed area south corner Hindlip Lane/Spellis Green – included in the Parish maintenance contract. • Trees on the corner of Hurst Lane – one off cut back by West Mercia Police as a result of hazardous incident involving a police car. • Hindlip Lane South hedgerow (Well House) – Well House responsibility. • North & South verges Hindlip Lane – Worcester County Council responsibility (two cuts per year). • Court Farm Hedgerow and overgrown Tree – Court Farm responsibility. The Clerk to contact the owner to request cut-back and pruning at the end of the bird breeding season in October. • Hurst Lane grassed area continuing onto North and South sides of Hindlip Lane – North Claines Parish Council responsibility. 	Clerk
8.	Village Hall Trust Report Section 106 monies were now available for retrieval by the Village Hall Committee to be utilised in Village Hall improvements. The next meeting of the Village Hall Committee had been arranged for 20 th July 2016.	
9.	Finance a) Review of payments made and received since the last meeting (Appx 1) Accepted without query. b) To approve the Appointment of the Internal Auditor Approval proposed by Cllr. Phillips, seconded by Cllr. Thawley and carried unanimously. c) To approve updated Financial Regulations Approval proposed by Cllr. Hughes seconded by Cllr. Thawley and carried unanimously. d) To approve updated Standing Orders Approval proposed by Cllr. Phillips, seconded by Cllr. Armitage and carried unanimously. e) To Approve updated Internal Controls Approval proposed by Cllr. Meddings, seconded by Cllr. Phillips and unanimously carried. f) To acknowledge amended Governance and Accountancy Regulations Amended Regulations noted.	
10.	Planning Consultations & Enforcement (Appendices 2 - 4) a) Planning Applications Application W/16/01423/OU Gloverspiece Mini-Farm was discussed. Concern was expressed over notification errors made by Wychavon District Council Planning Department. Inconsistencies in the submitted Planning Documentation were discussed. The District Councillor agreed to investigate the notification procedure and feedback to the Parish Council. b) Enforcements and Appeals Written Representations for IN/14/0299 APP/H1840/C/16/3150869 Pear Tree Inn had been submitted. c) Temporary Granted Permissions The Clerk had contacted Wychavon Planning Department by telephone and email but had not received an update response to the expired temporary condition W/13/00507. The County and District Councillor suggested that all such planning queries should be directed to David Hammond, Housing & Planning Manager.	Cty/Dist Councillor

<p>11.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p> <p>f)</p> <p>g)</p>	<p>Councillor Reports and Items for Future Agendas</p> <p>Minor Vandalism to Salwarpe Church and Bridge A request was made that Police & Crime Commissioner be contacted with a request for police presence on Salwarpe Bridge. A recent spate of minor criminal damage in the church and on the bridge had occurred at the end of the school day (mid-afternoon), on several occasions. It was agreed that the Clerk should contact the Police & Crime Commissioner and that Wychavon Community Safety Officer be approached with a request to consider installation of miniature nature observation cameras for the purpose of identification.</p> <p>Chawson Lane Dangerous Bend Parking on the bend and at junctions on Chawson Lane, predominantly by commercial vehicles, was causing visibility problems. It was agreed that the Clerk contact Droitwich Town Council to report this concern.</p> <p>Visibility Issues - Overgrown Hedge Concern was expressed about obstructed visibility at Tagwell Road. The Deputy Chair agreed to report an overgrown hedge at the property known as the Haining (Newland Common Road) to Worcestershire County Council Highways as a previous written request (18th August 2015) for cut-back delivered to the owner/occupier had not been actioned.</p> <p>Cllr. Hill left the meeting 9.30pm</p> <p>Court Farm- Occupied Property The occupation of an agricultural cottage had been noted. Cllr. Thawley agreed to notify Wychavon District Council Rating department.</p> <p>Offerton Bridge (Listed Building) The volume of traffic using the bridge had resulted in the requirement for remedial attention.</p> <p>North Claines Neighbourhood Plan The Clerk was asked to obtain, if possible, a hard copy of North Claines Parish Council Neighbourhood Plan.</p> <p>Wi-Fi Enterprise Bus The potential utilisation of the Wi-Fi Enterprise Bus within the parishes was discussed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Deputy Chair</p> <p>Cllr. Thawley</p> <p>Clerk</p>
<p>12.</p>	<p>Date of Next Meeting</p> <p>The date of the Parish Council Meeting was approved as Monday 19th September at Salwarpe Village Hall to commence at 7.00pm.</p>	

There being no further business the Chairman closed the meeting at 9.45 pm.

Signed Date 19th September 2016 Chairman

Introduction of Newly Appointed Parish Path Warden – Mrs Elaine Bevan-Smith

The Chairman welcomed Mrs Elaine Bevan-Smith and thanked her for volunteering for the role of Parish Path Warden for Hindlip Parish. Training was now complete and Mrs Bevan-Smith would undertake this role with immediate effect.

Police Incident Report

The Chairman read a Police Incident Report, dated 14th July, produced by PCSO A. Goundry. The report detailed one incident involving theft from 2 motor vehicles belonging to the same property. The report also warned of several incidents of fraud involving deception to acquire bank and other personal details.