

**KIDDERMINSTER FOREIGN PARISH COUNCIL**  
**Minutes of the Annual Meeting of the Parish Council**  
**held on Monday 8th May 2017 at 7.30pm at Trimpley Village Hall**

<b><u>Present</u></b>	Councillor Mr. J. Gammond (Chair)	Councillor Mr. B. Phillips
	Councillor Mr. G. Yarranton	Councillor Mr. R. Jennings
	Councillor Mrs. C. Gammond	Mrs E Whitehouse (Clerk)
	Councillor Mrs. L. Green	2 members of the public

1. **Police Report & Public Forum**

Police were not present but had sent a report which was read by the Clerk – detailing the theft of pressure washers at the Park Attwood site, nuisance motorbikes on fields and a garage break in at Low Habberley. Cllr. Mrs. C. Gammond also gave details of a burglary and car theft in Trimpley Lane, Shatterford.

2. **Election of Chairman for 2017/18 and signing of Acceptance of Office**

It was unanimously resolved to elect Cllr. J. Gammond to the chair for the coming year. Cllr. J. Gammond duly signed and accepted office accordingly.

3. **Talk by Mr. J. Baggott, Development Manager, Wyre Forest District Council**  
**General Permitted Development Order**

Mr. John Baggott confirmed that the GPDO had proved to be a minefield in respect of permitted development rights, and promised to submit a “rough guide” in the near future for the guidance of parish and town councillors. Clerk to follow up.

One of the main items of interest was the re-use of agricultural buildings, which had always been supported if they were substantial buildings. Now it appears that even tin sheds can be converted into a dwelling, which, rather than convert, often involved the building of a virtually new structure. Planners can only intervene on certain matters – transportation issues, noise, contamination, design and external appearance, and structural problems.

In the event that a “shed” is converted, then further permitted development rights are removed (e.g. for future extensions). To be allowed to add a new agricultural building then the applicant must hold at least 12 acres (5 hectares) and to be allowed to convert a building, the “shed” has to have been in situ for at least 10 years. The District Council now consults parishes on all “prior approval” GPDO applications where they are approached. But it also relies on Parishes to feed back to them about any developments they see about which they are unsure, and indeed, requires the Parish Council to be “eyes and ears on the ground”. Comment was made that even if reported, the parish seemed to get little feedback from the District Council. Mr. Baggott ran through the lengthy timescales in enforcement procedure, particularly if leading to appeal and involvement of a planning inspector. He also advised that the District Council had very few staff to work on enforcement issues. Temporary use of sites was also discussed – such as paintballing, car boot markets, trials of speed (motorised vehicles) and Mr. Baggott explained that such uses of land usually had a limit of 14 in any one year. Again the District Council would ask that a local log is kept of dates and times of such usage if action is needed to be taken.

A discussion also took place on the following items

- Licences of lawfulness – Councillors queried whether Council Tax records are checked in these instances. He advised that they were, but no law is broken unless there has been deliberate concealment. Usually in such cases, utility bills along with a signed affidavit are submitted.
- Agricultural ties – Clerk asked if permitted development was granted on a building on a site where the main building had an agricultural tie, would the new building also be subject to an agricultural tie. Mr. Baggott said it would not.

The Chairman thanked Mr. Baggott for his attendance, and looked forward to receiving the promised “rough guide”. *(Mr. Baggott and members of the public now left the meeting.)*

4. **Apologies For Absence:** Cllr. C. Grainger – apologies received and accepted. Dist. Cllr. Becky Vale

5. **DECLARATIONS OF INTEREST:** Cllr. Mrs. Gammond and Cllr. J Gammond declared an interest in being members of the Village Hall committee. Cllr. B. Phillips advised a pecuniary interest in respect of the churchyard Grant. Cllr. Yarranton declared his office as District Councillor.

6. **Election of Vice Chairman for 2017/18**

Cllr. C. Grainger was nominated in his absence for this post. However, his acceptance was therefore unanimously deferred until the next meeting.

**7. Annual Report of Chair for 2016-17 (By Councillor Mrs. L. Green)**

*In May 2016 I was both daunted and nervous at the prospect of taking my turn as Chairman. The support and empathy of my fellow councillors and Elsie Whitehouse, our clerk, helped me to adjust and enjoy the role as the 12 months progressed.*

*Once again planning applications have occupied a good proportion of our time. Disappointment over the development of the solar panel array at Trimpey Reservoir was further compounded when due to the topography of the site a lesser number of the proposed panels were installed resulting in far less electricity than originally specified being actually generated.*

*In early May we were shocked and dismayed when a number of large trees were felled on the Park Attwood clinic site. At our June meeting when a planning application to convert the clinic into apartments, extend the existing staff house and build 4 further houses and a garage block appeared it became clear why the tree felling had taken place. There followed several months of listening to local residents' concerns and dialogue between the Parish council and WFDC planning department. On February 21<sup>st</sup> I was an observer at the Planning Committee meeting where it took less than a minute to finally approve the plans. The development will also fall 25sq.m below the threshold for affordable housing contributions, another blow to the Parish. Other planning issues which continue to be of particular concern revolve around General Permitted Development Orders (GPDO) and Certificates of Lawfulness. I must thank in particular councillor Carole Gammond for her detailed knowledge of the Parish and extensive archive collection, and Elsie Whitehouse for her efficient support in all planning related matters. Together they have enabled us to provide detailed factual responses to WFDC when commenting on several applications. We are looking forward to our May 2017 meeting when John Baggott WFDC Development Control Manager will give a presentation about GPDO.*

*Our March 2017 meeting saw 12 members of the public attend the meeting following the publication of an agenda item generated by notification from the County Council of an Application for the de-registration of part of Trimpey Green Common. A discussion took place and inaccuracies in the plans were highlighted. Everyone present unanimously requested that the Parish Council oppose this application. A comment was duly formulated to that effect and submitted to the County Council. We are still awaiting a decision. I must once again thank Carole and our dedicated clerk Elsie Whitehouse for their tireless work in preparing the submission.*

*There have also been a number of positive developments in the Parish during the last 12 months. In partnership with our very supportive Bewdley and Rural Safer Neighbourhood Team we were able to provide 364 properties in the Parish with Smartwater kits. The police not only funded half the cost they also delivered the kits, explained how to use them and filled out the registration forms. They continue to be a tremendous support to the Parish by frequently attending our monthly meetings and following up reported incidents. By January 2017 the "roll-out" of Smartwater was complete and all the signage was in place. In the same month the police reported that "during the past 6 weeks, there had been no shed or garage break ins". Let us hope this trend continues.*

*Our lengthsman, Sam and Tom Archer have worked hard to keep our Parish litter free as well as tackling many other countryside maintenance and enhancement jobs. The VA signs which they also move around the Parish have not been without their challenges this year! I would also like to thank councillor Ben Phillips for his patience and persistence in resolving the many issues the VA equipment presented and getting them up and running once more, and for his continued weekly co-ordination of the lengthsman's work schedule. During April we witnessed the preparation and resurfacing of the highway from Habberley Road, through Low Habberley and up to Trimpey. This was just one of the many projects that our dedicated and tireless County and District council colleague Gordon Yarranton helped to bring to fruition. He has also been responsible for the clearing of monthly fly tipping incidents, organising road sweeping, weed spraying, Japanese Knott weed control, and tree felling, not to mention reporting drainage issues, village sign replacement, and much, much more. We are indebted to Gordon for all his hard work and the financial assistance he generously contributes via his locally determined funding pot to the Parish.*

*Our thanks also go to Becky Vale our new District Councillor for her support and attendance at several meetings since being elected to WFDC in May. The visit she organised to the new EnviroSort recycling facility in Worcester was interesting and informative.*

*Despite a busy year there remain many issues still to resolve. In January Ian Binks the B.T. Regional Partnership Director gave a presentation about the provision of Superfast Broadband. Many of the households and businesses in our Parish still have woefully slow broadband speed. Thank you to councillor James Gammond who continues to pursue this issue on our behalf.*

*Flytipping across the Parish and more recently wanton vandalism at Mary Moors layby are also a serious concern. WFDC do now have CCTV equipment which we continue to ask them to deploy in our Parish as a matter of urgency so that we have some chance of catching and prosecuting the perpetrators.*

*Despite all our chasing and numerous visits and remedial measures from a variety of organisations the condition of Hoarstone Lane, in particular the road surface, is still a source of frustration. Our latest strategy in April was to direct the new County Highways Engineer, Alex Ellson, to look at the problem following a meeting in the Parish.*

*Thank you to each and every member of the Kidderminster Foreign Team for their dedication, hard work and support throughout the year.*

8. **Annual Report of Rights of Way Warden for 2016-17**

*Our Parish rights of way are again in generally good condition following a quiet year. We received a P3 Grant of £500 again and our Contractors have carried out summer vegetation clearance wherever needed.*

*The footpaths and bridleways are generally clear and accessible and your PPW has kept stiles and gates free of overgrowth.*

*Over 30 inspections covering more than 60 paths have been carried out, with a number of waymarks being replaced during the year, hopefully keeping walkers and/or riders on the correct route.*

*The footpath on the stream bank below Easthams Farm is regularly checked for any further slippage following flood damage a few years ago. Further down Honeybrook, the stream has flooded the ditch crossing. Remedial work will be required here.*

*We thank our landowners for clearing fallen trees from across several footpaths during the past year.*

*Following thefts from properties in Hollies Lane over recent years, a locked gate has been installed (by the landowner) at the top of the Restricted Byway (KF596) to prevent unauthorised vehicles using this as a through route. Access remains available for walkers and horse riders.*

*The P3 grant which we receive can now only be used for seasonal vegetation clearance. The repair of stiles is the responsibility of the relevant landowner, but other matters now have to be reported to the C/C who will hopefully arrange for the necessary work to be carried out.*

*We are currently waiting for three signposts to be reinstated, a ditch crossing to be improved and rails to be replaced round the information board on the Habberley Valley Circular Walk at Trimpley Farm.*

*Our application for a P3 Grant for 2017/18 has been completed and submitted.*

Carole Gammond  
**[Parish Paths Warden and Recreational Route Warden for the Parish]**

06.05.2017

Whilst discussing ROW matters, it was reported that the stile below Sandy Lane was difficult to negotiate, having no cross step – Cllr. C. Gammond would inspect. Also, nothing further had been heard concerning route change of the footpath near Honeybrook.

9. **Approval of the Minutes** The minutes of the Annual Parish Meeting and the Meeting of the Parish Council Meeting held on 24<sup>th</sup> April 2017 were approved and signed.

10. **Other offices**

**CALC Reps** – It was proposed that Cllr. L. Green and Cllr. C. Grainger continue in office. Cllr. Green accepted office; Cllr. Grainger's decision to be deferred until the next meeting.

**Lengthsman and Litter Collection Liaison** Confirmed as Cllr B. Phillips

**Parish Paths and Recreational Route Warden** – confirmed as Cllr. Mrs. C. Gammond

11. **District and County Councillor Reports - inc. progress reports on other matters**  
**Items reported for attention by District & County Councillor and other items of matters arising.**

Clerk read out a report sent in by Dist. Cllr. Becky Vale, relating to the loss of a tree which was not subject of a TPO, (with an offer of help to identify and register any such trees within the parish), and an illegal incursion on a carpark in Bewdley. It was noted that a new County Councillor – Cllr. I. Hardiman – had been elected to represent the parish. Clerk to make contact with him in respect of items where the Parish would be seeking support. Meantime, a vote of thanks was given to all the assistance given to the Parish by Cllr. Yarranton (as representative County Councillor) over many years.

12. **PLANNING AND DEVELOPMENT CONTROL:**

a) **Previous planning applications**

**17/0123 – Certificate of lawfulness: use of dwelling in excess of 10 years – Bridge View, Hill Farm, Northwood Lane, Bewdley**

Approved- Clerk gave details in e-mail from J. Baggott – who advised “*To become immune from enforcement for residential use requires only proof of 4 years occupancy (not 10). In any event, with us only having one enforcement officer to cover the entire district, we cannot be anywhere near as proactive as we would like to be. We do spot a lot of unauthorised development on our travels and act upon it (for example, we have recently found 2 unauthorised houses being built in the District, which will be subject to Enforcement Notices seeking their demolition) but for sites “off the beaten track” I am sure there are things we simply don't get to see. This is not something I make light of, far from*

*it, but is a simple reality. That is where local residents/Parish Councils can assist us from time to time.”*

In response to a question about this property being in the floodplain, and in the interests of public safety, permanency should not therefore be granted, Mr. Baggott had commented – *“True, but if the property has established itself lawfully, and is immune from enforcement, then there are no other grounds for the local planning authority to intervene, I’m afraid.”*

A discussion took place about lack of knowledge of the status of many of the “shack dwellings” on Hill Farm. Clerk was requested to draft up a questionnaire with a view to sending this to all residents and to place this matter on the agenda for discussion at the next meeting.

**17/0144 – Proposed detached Bungalow – Fair View, Sandy Lane, Kidderminster**

Approved

**17/0166 Alterations and rear extensions at Red Ridge, Sandy Lane, Kidderminster**

Awaiting decision

**17/3020/PNR – Honeybrook Farm, Bridgnorth Road - Change of use of agricultural building to Dwellinghouse**

Awaiting decision

**b) New applications under permitted development (Notification only)**

- **17/2025 Application for: Condition 7 of Planning Permission 12/0402/FULL at THE RIDDINGS, CRUNDALLS LANE, BEWDLEY, DY121NB.**
- **17/2029 Conditions 3, 4, and 5 of Planning Permissions 17/0061/FULL and**
- **17/0062/LIST at LOW HABBERLEY FARM, LOW HABBERLEY, KIDDERMINSTER, DY115RE**

The above three applications were for small amendments re planning permission, and were for notification only – and therefore no comment was required.

**c) Compliance Issues /Appeals.**

**i) Easter Cottage**

**ii) Crundalls Cottage**

**iii) Trimpley Green Farm** - e-mail from J. Baggott advised that there had been no formal submissions to date in respect of the development not being in accordance with plans approved.

**iv) Sandy Lane – Barn conversion**

Nothing further to report.

**13. Discussion on suggested closure of Layby at Mary Moors, Eymore Lane**

Cllr. Phillips had requested this item on the agenda, and explained that the layby was a constant source of problems for the Parish – with vandalism, fly-tipping, and previous illegal parking by travellers. Cllr. Phillips felt that if the layby was closed off, retaining access to both Mary Moors Farm, and the Severn Trent reservoir area, and responsibility transferred to the parish council, then it could be gated off, and made into a pleasant green natural area. This was unanimously agreed by those present. Clerk to contact the County Council to ascertain if this would be possible.

**14. Progress Reports / Correspondence, and other Outstanding Items**  
**Dutch Elm Resistant Trees**

Clerk had made enquiries about the purchase of half a dozen of these saplings, to replace one vandalised, and to replenish others in the parish. However, it was advised not to purchase/plant these until the autumn, as they would need constant watering attention.

**15. Lengthsman & Litter collection – :**

No worksheets were presented for the Lengthsman’s work. Councillors were worried that the amount of work which could be undertaken this year may be far less if the Lengthsman scheme did not benefit from the representative County Councillor giving a grant from his locally determined funding. Clerk to contact Cllr. I. Hardiman to raise this issue.

Cllr. Ben Phillips advised that one of the recently purchased batteries was not holding charge, and requested that the Clerk follow this up with the suppliers.

**16. Financial Reports**

**a) Payments**

**Cheques signed:**

Churchyard Grant - £740

Chairman’s Allowance - £100

**Receipts**

1<sup>st</sup> Half of precept received along with Lengthsman Reimbursements.

Clerk would chase the District Council for this year's localism funding for litter collection, including the payment for stationing of the bin at the village hall.

**b) Audit**

Clerk advised that the external audit had been submitted, and she provided notices to be posted in respect of the rights of the parish electorate to inspect the accounts and ask questions in relation to the audit, as required by law.

**17. Worcestershire CALC**

**News re Worcestershire County Council webpage**

Clerk advised that CALC had reported "*I hear that the County Council is not going to continue to support the My Parish Webpages on its website, as one of its spending reductions*". Clerk was concerned about this, as she had used the webpages to comply with publications of documents in connection with the Transparency Code. She would continue to follow this up with CALC and also make investigations on how publications could be made public, with the possibility of having to create a new website.

**Next Area Meeting** 15<sup>th</sup> June 2017 – details will be circulated once received.

**18. District and County Council and other Correspondence**

**Localism expenditure**

In line with a request for details on the projects funded under "localism" in the District, the Clerk had received a list of projects which she had circulated as a link to councillors.

**Defibrillator Training** Clerk had circulated details of free training to take place at Chaddesley Corbett on 24<sup>th</sup> May.

**19. Road Accidents**

None reported.

**20. Other Matters**

**Grant for Village Hall/Social Club** A brief discussion took place concerning the possibility of a grant towards refurbishment of the Social Club part of the Village Hall complex of buildings, following damage from storm Doris. Although insurance covered many items, some extra items were required to complete the repairs and refurbishment. For example, the roller shutters on the bar area would require replacement. Clerk would add to the agenda for the next meeting for consideration/discussion.

**21. Date of Next Meeting** – confirmed as 19<sup>th</sup> June at 7.30p.m Clerk advised that she would be away for a fortnight in August, including 21<sup>st</sup>, meeting evening. She asked for meeting to be moved to 7<sup>th</sup> or 8<sup>th</sup> August.

The meeting closed at 10.10p.m.

**Chairman :** \_\_\_\_\_