

HARVINGTON PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Wednesday 11th May 2016 at 7.45 pm in Harvington Village Hall.

Present:	Cllrs. Mr. Steventon (Chairman), Mr. Swift, Mrs. White, Mr. Dorrell and Mr. Langley. <u>In attendance:</u> Mrs. Holland (Clerk), 3 parishioners.
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1.	Election of Chairman: It was proposed by Cllr. Mrs. White, seconded by Cllr. Mr. Swift and resolved that Cllr. Mr. Steventon be elected as Chairman for the ensuing year. Declaration of Office duly signed.
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2.	Apologies: Cllrs. Mr. Colebrook, Mrs. Hall and Mr. Clements (reasons accepted by Council), County Cllr. Mr. Holt and Dist. Cllr. Mr. Homer.
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3.	Election of Vice-Chairman: resolved that Cllr. Mr. Colebrook be elected for the ensuing year.
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4.	Register of Interests: Nil.
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5.	Dispensations: nil received.
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6.	<p>Annual business as per Standing Orders:</p> <ol style="list-style-type: none"> 1. Review of delegation arrangements to the Clerk agreed. 2. Review of Terms of the Finance & General Purposes Group agreed. Members appointed: Cllrs. Mrs. White, Mr. Langley, Chairman and Vice –Chair as ex-officio members. 3. Review of Terms of the Personnel Group agreed. Members appointed: Cllrs. Mrs. White, Mr. Langley and the Chairman and Vice –Chair as ex-officio members. 4. Reviewed and adopted standing orders and financial regulations. 5. Inventory of assets agreed March meeting 2016. 6. Risk assessment reviewed. 7. Council's complaints procedure reviewed and adopted. 8. Resolved to pay £829.41 annual subscription to Worcestershire CALC for 2016-17. 9. <u>Review of appointments/representation to external bodies:</u> <ol style="list-style-type: none"> a) Wychavon CALC representative x 2. (Cllrs. Mr. Colebrook and Mr. Dorrell) b) Neighbourhood Plan Steering Group x 2. (Cllrs. Mr. Colebrook and Mrs. Hall) c) Village Hall Committee x 1. (Cllr. Mrs. White). d) Perkins Educational Foundation x 1. (Cllr. Mr. Langley). e) Harvington Trust x 2. (Cllrs Mrs Hall and Mr. Swift). f) Police PACT Group x 1. (Cllr. Mr. Clements).
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7.	No reports received from County, Dist. Cllrs or Police.
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Public Question Time: meeting suspended at 8.00pm reconvening at 8.10pm.

8.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 13.04.16.were an accurate record, duly signed by the Chairman.
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9.	<p><u>Parish Lengthsman</u> – contract between Parish Council and Worcestershire County Council signed for 2016 - 17.</p> <p><u>Asset of Community Value</u> – Coach & Horses Public House added to the List of Community Value on the District Council website for a period of 5 years.</p> <p><u>New Homes Bonus funding</u> – currently available £18,157.</p>
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	<p><u>Maintenance work, Village Street</u> - Site inspected and passed onto the Local Works Team for further investigation and consideration for the best course of action to take to resolve this issue.</p> <p><u>Perkins Educational Foundation Trust</u> - applicants invited to apply for assistance with courses of study in further and higher education, apprenticeships and in some circumstances structured programmes of personal development e.g. overseas visits. Applicants must be resident in Harvington, Salford Priors, Bidford, Cleeve Prior or Kings Broom for not less than 2 years immediately prior to their application. Age Group - 17-25. Email for applications forms to: info@williamperkinscharity.org or download form the website: www.williamperkinscharity.org</p> <p><u>Post Office Closure</u> – the premises will close on the 26th July 2016. The Post Office has been looking at various options in the Village to use an Outreach service for a suggested period of 2 hours twice a week.</p>
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10.	No reports from representatives received.
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11.	Finance & General Purposes April meeting notes noted and the following considered:
11.1	<p><u>a) Queen's 90th birthday celebrations:</u></p> <p>i) Grant application towards the costs of the hire of a Bouncy Castle and Human Table football at the Coach & Horses on Sunday 12th June. Resolved to grant £630 for the above costs.</p> <p>ii) Purchase of memorabilia for each child attending Harvington School. Resolved to purchase 250 red book markers for each child attending the school with gold foil, Parish Council logo and wording 'Presented by Harvington Parish Council' inscribed at a maximum cost of £200 exclusive of VAT.</p> <p><u>b) Play area.</u></p> <p>i) Maintenance to Wooden Blocks. Resolved to ask the Warden to remove 2 damaged wooden blocks and infill with top soil.</p> <p>ii) Repairs to Chain Link Fencing. Resolved to accept quote minus installation of field gate and adjustment to labour costs.</p> <p>iii) Warden contract for services. It was agreed to put in place an annual contract for services following a successful 3 month probationary period.</p> <p>iv) Correspondence received from residents regarding positioning of goal posts in close proximity to neighbouring properties. The Council agreed to review the location of the goal posts.</p> <p><u>c) VAS</u> – no update received on order delivery.</p> <p><u>d) Norton & Lenchwick Parish Council:</u> discussion took place following a request for parishioners to take into consideration speeding through their villages. It was agreed to place a note in the Village Newsletter.</p>

12.	Planning.
12.1	<p>It was agreed to comment on the following application:</p> <p>a) Application W/16/00808/RM Land rear of Sefton, Harvington.</p> <p>Proposal: Erection of 3 dwellings, garages, parking and access road. Application seeking reserved matters approved following outline planning permission reference no: W/15/00438/OU.</p> <p>Comments: The Parish Council would ask that the layout of the dwellings is taken into consideration, especially the positioning of windows that overlook neighbouring properties, to respect privacy.</p>
12.2	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) Application No: W/15/02114/OU – Land to the East of Bromley Close, Crest Hill. Hearing will start at 10am on the 12th July 2016 at the Civic Centre, Pershore. Further details to follow.</p> <p>b) Application No: W/16/00651/PP – South Pines, Grange Lane, Harvington. Permission granted.</p> <p>c) Application No: W/16/00229/CU – Pennine House, Leys Road, Harvington. Permission granted.</p> <p>d) Application No: W/16/00322/OU – Land to the East of Evesham Road, Harvington. Permission refused.</p> <p>e) Application No: W/16/00682/LB + 00861/PP– Thatchways, Stratford Road, Harvington.</p>

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	<p>Permission granted with 3 conditions/reasons.</p> <p>f) Planning Consultation documents received (all circulated to members by email):</p> <p>i) Community Infrastructure Levy - Draft Charging Schedule (2016) – No comment.</p> <p>ii) Revised Draft Developer Contributions Supplementary Planning Document (2016) – No comment.</p>
12.3	<p>Planning delegation applications duly noted:</p> <p>a) W/16/00651/PP - South Pines, Grange Lane, Harvington.</p> <p>Proposal: Change of cladding to front elevation and replacement window frames. No comment.</p>

13.	Financial Matters.
13.1	Resolved to adopt the Annual Review of Effectiveness and Internal Control document.
13.2	Resolved that payments and expenses as listed on the schedule be paid. See Appendix 1.
13.3	Grant application on behalf of St. James Church for the costs towards hire of Marquee, Tables and Chairs for the Fete was discussed. Resolved to grant £550 towards the costs above.

14.	<p>Harvington Trust: Letter received in regard to the question of purchasing play equipment in the Orchard raised at the Annual Parish Meeting. Following discussion it was agreed that due to the water retention bowls and the likelihood of a play area being unsupervised by parents that at this time the Council would not consider a play area in the Orchard. It was felt that if ground could be identified for a play area along Leys Road that this would be a more viable project.</p>
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Meeting closed at 9.25pm.

Signed by the Chairman: **Dated: June 8th 2016.**

Public Question Time – 3 parishioners present.

a) Playing Field – Concerns raised over the positioning of goal posts close to Station Road properties.

Correspondence circulated to members.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
<p>Consultation on Main Modifications to the Stratford-on-Avon District Submission Core Strategy 2014. . The Main Modifications to the Stratford-on-Avon District Submission Core Strategy 2014 are available for comment for six weeks between 4.00pm on Thursday 31 March and 5.00pm on Thursday 12 May 2016. Email circulated to members 6th April. No response received for council to comment.</p>
<p>Mobile Homes Act 2013 - Consultation on Draft Fees Policy. Open for comments until Friday 3 June 2016. Email circulated to members by email 18th April 2016.</p>
<p>Grant funding to support the physical development of open green spaces i.e. Community vegetable gardens, community gardens, woodlands, wetlands, space for formal and informal sport and physical activity, green corridors, churchyards, and school grounds. For further information access: https://www.groundwork.org.uk/Sites/tescocommunityscheme/Pages/large-grants-tes</p>
<p>County Councillor Lucy Hodgson would like to invite volunteers to an event at The Hive 5pm – 7.00pm as part of National Volunteers Week, to promote and celebrate volunteering in your communities. The event is free of charge and is open to the public, volunteers, voluntary organisations. To register attendance or to return your completed nomination form please email actlocal@worcestershire.gov.uk Closing date for nominations is 5pm Friday 20th May. Closing date for registering attendance is 5pm 27th May. Email circulated to members and organisations on 25th April 2016.</p>
Correspondence regarding petition to give parish councils the right to appeal planning decisions. Feedback to John Colebrook.

Chairman initials.....

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Appendix 1.

Payments authorised for payment 11th May 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
P16-12	Cancelled cheque.		0.00	N/A
P16-13	Admin salary		646.89	N/A
P16-14	Lengthsman		144.00	N/A
P16-15	Worcestershire CALC (Good Cllr Guide)		27.15	N/A
P16-16	Greenspace Warden		72.00	N/A
P16-17	APM refreshments costs		11.50	N/A
P16-18	Printright (Jan/Feb/Mar)		304.65	5.40
P16-19	Harvington Trust Annual grant		75.00	N/A
P16-20	Limebridge Ltd		705.60	117.60
P16-21	APM - Vin Neuf Ltd.		71.28	11.88
P16-22	Worcestershire CALC (Subs)		829.41	123.78
P16-23	Coach & Horses - Grant		630.00	N/A
P16-24	St. James Church – Grant Fete.		550.00	N/A
TOTAL			4067.48	258.66

Chairman initials.....

HARVINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting held on Wednesday 8th June 2016 at 7.45 pm in Harvington Village Hall.

Present:	Cllrs. Mr. Steventon (Chairman), Mr. Colebrook, Mrs. White, Mr. Dorrell and Mr. Langley. <u>In attendance:</u> Mrs. Holland (Clerk), County Cllr. Mr. Holt, Dist.Cllr. Mr. Homer and 2 parishioners.
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15.	Apologies: Cllrs. Mr. Swift and Mrs. Hall (reasons accepted by Council).
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16.	Register of Interests: Councillors reminded of the need to update their register of interests. <u>a) Disclosable Pecuniary Interests:</u> Cllrs. Mr. Steventon (Minute no: 25.3) as owns land adjacent to the planning application; Cllrs. Mrs. White and Mr. Colebrook as they both own property opposite the proposed development (Minute No: 25.3). <u>b) Other Disclosable Interests</u> in items on the agenda and their nature. Nil declared.
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17.	Dispensations: The Council agreed to grant dispensations to Cllr. Mr. Steventon, Mr. Colebrook and Mrs. White to be able to speak on any item in relation to minute no: 25.3 as the application is of interest to those persons people living in the Council's area.
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18.	Casual Vacancy: resignations received from Mr. Clements and Mr. Chapman. Both vacancies have been advertised for 10 residents or more to request a bye-election to fill the posts otherwise co-option will be considered.
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19.	To appoint member to PACT: deferred to future meeting as PACT meets every 3 months.
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20.	Reports received from County, Dist. Cllrs or Police. <u>County Cllr. Mr. Holt:</u> a) Unemployment claimant count reduced by a further 180 to 4260. Fallen by 445 since April 2015. b) There have been changes in the Cabinet following the election of the new Police Commissioner. c) Libraries in the County have made £3.7 million savings by taking on volunteers and changing the hours of opening. d) Mr. Holt Is looking at the responses from the Neighbourhood Plan survey on highways issues. e) The County Council has allocated £12 million to its budget for highways maintenance over the next 2 years. <u>District Cllr. Mr. Homer:</u> f) The Chairman and the Vice-chair of the Localism Panel are looking at projects in villages for New Homes Bonus funding. g) Ellenden Farm Shop has been nominated for the Intelligently Green Award, www.intelligently-green.com . The winners will be announced at an awards ceremony on 17 th June 2016, which is being hosted by impressionist and actor Alistair McGowan and held at Pershore College.
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Public Question Time: meeting suspended at 8.07 pm reconvening at 8.10pm.
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21.	Minutes: it was resolved that the minutes of the of the Annual Parish Council meeting held on 11.05.16 were an accurate record, duly signed by the Chairman.
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22.	Clerk's report: <u>New Homes Bonus funding</u> – currently available £18,157. <u>Rooftop Housing Group</u> – members welcome to attend Rooftop visit to Glebe Cottages, Village Street at 10am on Wednesday July 14 th 2016. <u>CPRE Wychavon</u> invites members to join them to a talk on the South Worcestershire Development Plan by Fred Davies, Planning Policy Manager, Wychavon District Council on Tuesday 14 th June at
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	<p>7pm at Throckmorton Village Hall, WR10 2JX.</p> <p><u>Litter Pick</u> – to be carried out by the Harvington Youth Group weekend of 4th and 5th June 2016.</p> <p>Harvey Bears to carry out Pick on the weekend of August 20th/21st.</p> <p><u>Post Office Update</u> – Post Office Ltd is changing the way services are provided to their customers and the local model is a way of operating Post Offices in retail stores. Their intention is to give customers access to the Post Office at the times and locations that are convenient to them, and to retain a viable, successful Post Office in the communities they serve. They have engaged with the shop owner in September 2014 and Post Office representatives have spoken with him recently. As there is no current application for the vacancy the Baptist Church has been approached regarding using the Baptist Hall to provide a hosted outreach service.</p> <p><u>Parish Paths Partnership</u> - contract signed for 2016-17. Strimming programme for footpaths 506, 515(C), 516(B), 520 and 529(C) authorised for Lengthsman to clear.</p>
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23.	<p>Reports from representatives:</p> <p><u>Neighbourhood Plan:</u> a housing need survey is being conducted in the village in June. There is also a form for those elsewhere who have connections to the community and are likely to want to move to the village. The survey results will be sent to the Warwickshire Rural Community Council, a charity who will process the results at a very reasonable fee.</p> <p>Will be holding a display at the Fete and encouraging people to attend the Village Hall event on the 17th June to look at and comment on draft policies.</p> <p><u>Wychavon CALC:</u> Reiss Sadler, Planning Department gave a presentation on the Neighbourhood Plan. The Government has launched a Neighbourhood Planning promotional campaign to make sure as many people across the country as possible know about neighbourhood planning so that more communities are able to take advantage of it.</p>
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24.	Financial Matters.
24.1	Resolved to approve the accounts year ending 31.03.16.
24.2	Resolved to approve the following documents for the External Auditor: a) Annual Governance Statement. b) Statement of Accounts
24.3	The independent internal auditors report received and duly noted. No action required.
24.4	Resolved to approve payments, receipts and balances to 29.04.16.
24.5	Transfer of under spend of £34,744 for 2015 – 16 to be allocated as follows: a) £4744 remains in account. b) £5,000 transfer to contingency budget heading. c) £25,000 Transfer to reserves (Allocation: £5,000 assets; £5,000 contingency and £15,000 to unearmarked reserves).
24.6	Grant applications considered: a) St. James Church for maintenance costs of the village cemetery of £500. b) The Children's Kayak Charitable Trust for £346 to support 2 activities for the community. c) Harvington Youth Project of £750 for salary costs for the Youth Worker.
24.7	School Prize: resolved maximum of £50 is spent to purchase a gift. Prize to be presented at the School on Monday 18th July.

25.	Planning.
25.1	<p>The following applications were considered:</p> <p>a) Application No: W/16/00963/PP – 8 Hopkilm Cottages, Stratford Road, Harvington. Proposal: Installation of external wall insulation to all elevations of the property in a neutral colour. (white/cream/grey). Comments: None.</p> <p>b) Application No: W/16/01165/PN – Windmill Fishing Lakes, Abbots Salford Road, Harvington.</p>

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	<p>Proposal: Proposed manager's cabin.</p> <p>Comments: The Parish Council request that a condition be made that the cabin is for the use of the employee/manager only. It is noted that:</p> <p>a) The positioning of the cabin is in the flood plain and should be set at a level above the ground.</p> <p>b) Security could be maintained by electronic surveillance/cameras.</p>
25.2	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) W/16/00887/AA – Golden Cross PH. Permission granted with 8 conditions/reasons.</p> <p>b) W/16/00602/PP – Kumasi, Station Road, Harvington. Non material amendment approved for the addition of three rooflights to roof of dormer.</p> <p>c) W/16/00682/LB and W/16/00681/PP – Thatchways, Stratford Road, Harvington. Permission granted with 3 conditions/reasons.</p>
25.3	<p>Land to the East of Bromley Close, Crest Hill, Harvington: Chris Haynes, Chairman of the Neighbourhood Plan Steering Group will represent the Council at the Hearing starting 10 am on the 12th July 2016. Cllr. Mr. Langley to arrange a meeting between Mr. Barbour and Mr. Haynes to agree format of presentation.</p>

26.	Finance & General Purposes April meeting notes noted and the following considered:
26.1	<p><u>a Planters:</u></p> <p>a) <u>Positioning of the planters</u> - Finance & General Purposes Group to assess site areas. Still waiting to hear from Worcestershire County Council re License for the planters. County Cllr. Mr. Holt to inquire.</p> <p>b) <u>Planting of the containers</u> - member of the community has offered to give advice on suitable plants for the containers.</p> <p>c) <u>Ongoing maintenance</u> - to be discussed at Finance & General Purposes Group.</p>
26.2	<p>Queen's 90th birthday celebrations: Cllrs. Mrs. White and Mr. Dorrell to present bookmarks to the School on Friday 10th June 2016.</p>
26.3	<p>Vehicle Activated Signs: Cllr. Mr. Langley will arrange collection of the signs from Mr. Clements. Awaiting delivery of 3 brackets. Member to be responsible for the signs to be appointed at a future meeting.</p>

27.	Harvington Parish matters for discussion/decision.
27.1	<p>Highway issues raised in the Neighbourhood Plan survey are either in the process of being submitted to the Worcestershire Hub, being addressed by Highways, referred to the Lengthsman or reported to Rooftop Housing Association.</p>
27.2	<p>Requests for highway verges to be part of amenity contract:</p> <p><u>Village Street</u> - previously cut by Rooftop Housing Association (RHA). Clerk to refer to RHA.</p> <p><u>Land opposite Coach & Horses</u> - previously cut by owner; land in question is owned by Highways.</p>
27.3	<p>Tree roots in St. James Close: the tree in question is not the responsibility of the Parish Council. Clerk to write to the owners.</p>
27.4	<p>A concern over the safety of the School Crossing Patrol has been raised by a resident. Clerk to contact the crossing lady for further information.</p>

28.	<p>Resolved to exclude the public and press in the public interest for consideration of the following item:</p> <p>a) Personnel issues relating to the NALC recommended salary award were considered. Resolved to increase the salary scale to SCP 31 and award the salary award for 2016 and 2017.</p>
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Meeting closed at 10.15pm.

HARVINGTON PARISH COUNCIL

Signed by the Chairman:dated: July 13th 2016.

Public Question Time – 2 parishioners present.

Mr. Clements gave his reasons for resigning from the Council and aims to become more active in the village as a non-councillor.

Appendix 1.

Payments authorised for payment 8th June 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-1	WCC - Lengthsman payment.	162.00		
R16-2	Harvington Gardening Club	300.00		
R16-3	Insurance refund	77.25		
R16-4	WDC - NHB funding playing field	4845.00		
R16-5	WCC - Lengthsman payment	63.78		
R16-6	WDC - Flood alleviation grant 2	1500.00		
R16-7	WDC - Precept 1	2001.00		
P-16	Insignia - Purchase of bookmarks.		226.08	37.68
P16-	Admin salary		656.32	N/A
P16-	Purchase planters/benches.		4560.00	760.00
P16-	Printright (April/May)		203.10	3.60
P16-	Greenspace Warden		62.00	N/A
P16-	Roberts & Co.		95.00	N/A
P16-	Limebridge Ltd		705.60	117.60
DD	PWLB		1585.84	N/A
TOTAL		26409.78	8093.94	918.88

Harvington Parish Council 2016-17 - June meeting.				
Accounts 2016/17	Budget 2016/17	Receipts/ Payments	Under/Over Spend	% Spent
Precepts		20001.00		
Lengthsman - Worcs CC	1842.00	225.78		
PP3 - Worcs CC		0.00		
Grants - NHB		4845.00		
WDC - Flood Allev 2		1500.00		
Other Receipts		377.25		
Total		26949.03		
Payments				
Mowing - Parish Amenity	5800.00	952.00	4848.00	16%
Street Lighting	2513.00	0.00	2513.00	0%
Warden	2500.00	151.00	2349.00	6%
Lengthsman (PC Contribution)	1500.00	0.00	1500.00	0%
Maintenance	500.00	0.00	500.00	0%
Village News	1100.00	299.25	800.75	27%
Parish Paths (PP3)	150.00	0.00	150.00	0%
Grants	10000.00	1180.00	8820.00	12%
Donations	290.00	75.00	215.00	26%
RRR	500.00	431.64	68.36	86%

Chairman initials.....

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Salaries	7500.00	1183.86	6316.14	16%
Training	200.00	0.00	200.00	0%
Village Hall - Insurance	750.00	0.00	750.00	0%
Insurance	1000.00	0.00	1000.00	0%
Subscriptions	720.00	705.63	14.37	98%
Admin	700.00	216.80	483.20	31%
Audit Fees	500.00	0.00	500.00	0%
Chairmans Allowance	100.00	0.00	100.00	0%
Loan Repayments	3172.00	0.00	3172.00	0%
Contingency	500.00	0.00	500.00	0%
Funds to increase reserves	0.00	0.00	0.00	0%
Jubilee Orchard	400.00	0.00	400.00	0%
Playing Field	1500.00	8.16	1491.84	1%
Neighbourhood Plan	5000.00	12.50	4987.50	0%
Replacement NB	1000.00	0.00	1000.00	0%
Election	0.00	0.00	0.00	0%
SUBTOTAL	47895.00	0.00		
WCC PL	1842.00	306.00	1536.00	17%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%
NHBS - Defib	33.50	0.00	33.50	0%
NHBS (PF) 1	105.75	0.00	105.75	0%
NHBS (PF) 2	4845.00	0.00	4845.00	0%
WDC (Fl.Allev.grant phase 1)	1380.00	0.00	1380.00	0%
WDC (Fl Allev grant phase 2)	1500.00	0.00	1500.00	0%
VAT		335.96		
TOTAL	59109.75	5857.80		

Treasurers Account.

B/F 01.04.16	37771.60
Income received	26949.03
Minus expenditure	-5857.80
Transfer to bus. AC	0.00
Total	58862.83

Bank statement	63102.31
minus unrepresented payments	-4239.48
Total	58862.83

Less grant allocations

-1508.50 NHBS JO/PC/STW
-33.50 NHBS Defib
-105.75 NHBS PF 1
-1380.00 Fl. Allev. Grant 1

Remaining	57215.08
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Chairman initials.....

HARVINGTON PARISH COUNCIL

Bus. Instant Access

44279.44

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in Harvington Village Hall.**

Present:	Cllrs. Mr. Steventon (Chairman), Mr. Colebrook, Mrs. White, Mr. Swift, Mr. Dorrell, Mrs. Hall and Mr. Langley. <u>In attendance:</u> Mrs. Holland (Clerk), County Cllr. Mr. Holt, Dist.Cllr. Mr. Homer and 3 parishioners.
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29.	Apologies: Nil.
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30.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests</u> in items on the agenda and their nature. Nil declared.
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31.	Dispensations: Nil.
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32.	<p>Reports received from County, Dist. Cllrs or Police.</p> <p><u>County Cllr. Mr. Holt:</u></p> <p>a) <u>Unemployment figures</u> continues to fall with number of claimants down by 250 since May 2015.</p> <p>b) <u>Worcestershire Parkway Station</u> – County Council now owns all land needed for construction of the site. Four companies have been invited to bid for the contract. Work should start early 2017 with completion March 2018.</p> <p>c) <u>Village Street</u> - road repairs recently carried out are poor. Cllr. Mr. Holt to look into.</p> <p>d) <u>Road repairs</u> to be carried out in Blakenhurst, Brookdale and Grange Lane. It was asked if Anchor Lane East and West could be added to the list.</p> <p>e) The County Council has allocated £12 million to its budget for highways maintenance over the next 2 years, known as the 'Driving Home Scheme'.</p> <p><u>District Cllr. Mr. Homer:</u></p> <p>f) <u>Crest Hill application</u> - Thanked Mr. Haynes for his excellent preparation at the Hearing for the Crest Hill planning application.</p> <p>g) <u>Planning application W/16/00322/OU</u> – Gladman developments have submitted an Appeal. He also confirmed that Wychavon District Council recovered costs in regard to the withdrawn appeal for application W/14/2434/OU.</p> <p>h) <u>Brexit</u> - the Council will be looking at how it will affect the mentioned the District Council but no one knows what it means at this time.</p>
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Public Question Time: meeting suspended at 8.00 pm reconvening at 8.05pm.

33.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 08.06.16.were an accurate record, duly signed by the Chairman.
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34.	<p>Clerk's report:</p> <p><u>New Homes Bonus funding</u> – currently available £18,157.</p> <p><u>Queen's 90th birthday</u> – letter received from the Headmistress of the School thanking Cllrs. Mrs. White and Mr. Dorrell for attending the celebrations and for the kind gesture of a commemorative bookmark to mark the occasion.</p> <p><u>Post Office</u> – The Old Exchange will be closing at 17.30 on Tuesday 26th July 2016. The Post Office is still investigating options to reinstate a service to the local community.</p> <p><u>Casual vacancies</u> – no bye –elections have been called. Co-option notices have been issued, closing date for applications 31st July 2016.</p>
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Chairman initials.....

HARVINGTON PARISH COUNCIL

	<p><u>Rooftop Housing Group</u> – members welcome to attend Rooftop visit to Glebe Cottages, Village Street at 10am on Thursday 14th July. Please inform the Clerk if you wish to attend.</p> <p><u>Anti-social behaviour</u> has been brought to the attention of the Police from reports of activities in the playing field area. The team will visit the playing field at irregular intervals to both deter anti social behaviour and identify offenders. Any information that may identify those responsible, please do not hesitate to get in touch with the Police.</p>
35.	<p>Reports from representatives:</p> <p><u>Neighbourhood Plan:</u> In June members of the Steering Group gave information on the progress of the Plan at the Fete and at an open event held in the Village Hall receiving useful comments. Housing Needs Survey in progress of being assessed. 740 forms were delivered, 338 returned, a response of 45%. Chairman of the Group will be contacting the Housing Needs Officer at Wychavon District Council to discuss the discrepancy with their figures. County Council has a Neighbourhood Plan contract with a Heritage Consultant and Harvington Neighbourhood Plan Steering Group has been offered a free pilot study of the Village to take place on the 29th July. One policy that will be sensitive for the Group is plans for housing growth. The Group are at present looking at a way forward to continue sustained growth.</p>
36.	Financial Matters.
36.1	Resolved to approve payments plus costs for stationery to present documents at the Crest Hill Appeal, receipts and balances to 27.06.16. Appendix 1.
36.2	Resolved to contribute £85.42, 50% of the Discretionary Rural Rate Relief on behalf of Ellenden Farm as the business is of benefit to the community and it is reasonable for the parish to support it financially.
37.	Planning.
37.1	<p>The following applications were considered:</p> <p>a) W/16/01215/PN - Land accessed off Village Street, Harvington. Proposal: Proposed new dwelling with detached garage at Plot 1, Village Street, Harvington. Comments: None.</p> <p>b) W/16/01421/PN – Plot 2, Greenacres lane, Harvington. Proposal: Proposed new dwelling with detached garage at Plot 2. Comments: The Parish Council raised concerns regarding loss of amenity to neighbouring properties and would ask that due consideration is given to the positioning of Plot 2 windows so that they do not overlook the bungalows.</p> <p>c) W/16/01485/OU – Land to the east of Evesham Road, Harvington. Proposal: An application for outline permission for the erection of up to 155 residential dwellings (including up to 40% affordable housing), 1.5 acres of land for C2 use, demolition of existing outbuildings and water tank and introduction of structural planting, landscaping, informal public open space, children’s play area, surface water attenuation, a vehicular access point form Evesham Road and associated ancillary works. All matters reserved with the exception of the main site access point. Comments: The Parish Council agreed to submit the following: The Parish Council objects to the proposal for the following reasons: The South Worcestershire Development Plan was formerly adopted by Wychavon District Council on 24th February 2016. The proposal site is not an allocated site within this development plan. The proposed site lies mostly outside the settlement boundary and the development would not be situated in a sustainable location contravening policies within the SWDP and the National Planning Policy Framework. Larger developments are being directed to Towns not rural villages. Wychavon District Council can demonstrate that they have a robust 5 year land supply in place. The SWDP in its schedule of main modification states in its reasoned justification that the</p>

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“urban areas, Worcester city and the surrounding major towns, have the greatest housing needs and are locations where the cost of public service delivery is low”. The document sets out its vision for rural villages and states that their role is predominantly aimed at meeting locally identified housing and employment needs.

Emerging Harvington Neighbourhood Plan which is showing credible data to support the Parish Council comments.

C2 use. The Council would question what proven need is in place for a C2 use development in Harvington and is this necessary with a development for a large care facility being built 5 miles from the Village.

Housing and layout. The amount of housing proposed is for outline application with matters being reserved. If the application is approved and sold onto a developer it is highly likely that an application to increase the number of houses will be submitted.

The density of housing will have an overbearing, detrimental, accumulative visual impact upon the landscape which will erode the rural character of the village and is not in keeping with surroundings. The application is disproportionate to the size of the Village.

The land at present is good agricultural land which on approaching the village has a rural aspect which will disappear and become urban sprawl.

No buffer has been provided to protect the houses adjacent to the proposal along Ragley Road and Hughes Close.

The development would have a detrimental effect on the visitors visual aspect of the village as the site is on the tourist “Blossom Trail”.

The additional open space, landscaping, land for C2 use and a community orchard added to this application is a reserved matter so there is no guarantee that this would remain when the site reaches full planning and construction phase.

It is noted that in the Design & Access Statement, page 16, that the 2 smaller photographs are not views from the B4088. The photographs are in the main part of the village by the School which cannot be seen from the B4088.

Neighbourhood Plan. Resident survey show that parishioners are not against development in the village. Harvington is a category 2 village with limited local services. The village **only** has a Convenience Shop, the post office is closing on July 26th 2016 and there is no space within the village where a local cluster of services i.e. GP surgery, Pharmacy, Bank, Petrol station etc could be situated.

There is little opportunity for local employment. The recent business survey showed that amongst the local businesses, the majority being small self employed, the projected forecast for new jobs growth within the village was around 40 full time and part time. As the majority of employed persons within the village, (estimated around 70%), regularly commute to employment the proposal will put a strain on local facilities, increase commuter traffic add nothing towards a sustainable economy and turn the village into a larger urban dormitory.

Sustainability. The proposed development would have no long term economic or employment benefit to the Village. Public transport is not sustainable for travel to work as the present service has limited route and service. The area is heavily reliant on private vehicle use to access shopping centres and employment.

Highways/Traffic issues. The B4088 is a busy stretch of road that divides Harvington Village with a speed limit of 50mph that reduces to 30pmh as it passes through the Village.

Recent surveys carried out by adjacent village, Norton & Lenchwick, which also is situated along the B4088, during the week of January 15th to 24th 2016 where almost 82,361 traffic movements were monitored along Evesham Road both towards Harvington and towards Evesham recorded more than half were travelling over the 30mph speed limit.

Data from a new vehicle activation sign located in Evesham Road has been analysed and in that week recordings were taken of 4,557 drivers travelling at 45mph, 736 drivers travelling more than 50mph and of these 112 were travelling at 60mph.

HARVINGTON PARISH COUNCIL

	<p>It is dangerous to cross especially for the elderly and children. Requests to introduce a pelican or similar crossing were rejected by Worcestershire County Council.</p> <p>Further isolation of residents on the Leys Road side of the village to access facilities is likely to occur, as well as residents on the Village Street side in accessing the Shop, increasing a divide in the community.</p> <p>Visibility when exiting right onto the B4088 from Village Street is reduced due to a slight dip in the road.</p> <p>The proposed access site along Evesham Road and the number of cars, delivery trucks movements that will be using the site will exacerbate the situation considerably as well as increasing vehicle numbers through the village and adjacent villages.</p> <p>There is a constant problem with vehicles speeding even though monitored by Vehicle Activated Signage and the Police on a regular basis.</p> <p>The Harvington Parish Plan and Village Design Statement is supported by Wychavon District Council. It is felt that the proposal is not in accordance with that document as this is a far denser development than any other in the Village.</p> <p><u>Ellenden Farm.</u></p> <p>The Village would lose a community asset as due to loss of space Ellenden Farm would no longer be able to hold functions that raise money for the village as well as holding physical activities on the site. It is a valuable amenity asset.</p> <p>Over development of the site results in a further loss of productive arable land in a rural Village. It is noted that in the application the car parking site has been retained but as this is reserved matters there is no guarantee that this would remain.</p> <p><u>Flooding.</u> The existing site is in a flood zone and is part of the flood alleviation scheme in the Village. The amount of hard standing on the proposed site will exacerbate the flooding/drainage issues within the Village.</p> <p>The Parish Council notes that this is the third application submitted by the developers who have not had the courtesy to update their documents as they refer to:</p> <ol style="list-style-type: none"> a) Emerging South Worcestershire Development Plan. b) The 28/28A bus service which has been replaced by the X18 bus service and timetables altered. c) Post Office closure 26th July 2016. <p>The developers have not addressed points raised in previous applications comments.</p> <p><u>d) W/16/01585/PP</u> – 42 Hughes Close, Harvington.</p> <p>Proposal: Remove side garage and replace with a single storey side extension.</p> <p>Comments: None.</p>
37.2	<p>Correspondence received from the Planning Authority duly noted:</p> <ol style="list-style-type: none"> a) W/16/00963/PP – 8 Hopkilm Cottages, Stratford Road, Harvington. Permission granted. b) GPOM/16/01414/GPOM - Harvington Post Office, 65 Village Street, Harvington. <p>Proposal: Change of use of post office to residential (C3) use. No approval required for change of use</p>
37.3	<p>Land to the East of Bromley Close, Crest Hill, Harvington: Hearing took place on the 12th July 2016. The Chairman sincerely thanked Mr. Haynes for his time in preparing and presenting a high quality presentation. Mr. Haynes gave an update on the proceedings. There was an opportunity to ask the Inspector to take into account conditions, Mr. Haynes, on behalf of the Council, asked for the following to be taken into consideration:</p> <ol style="list-style-type: none"> a) The building line should be 15 metres inside the Conservation Area boundary i.e. above Anchor Lane from the southern end of Bromley Close to immediately behind the former railway station. b) The developers have proposed a "green visual corridor", planted as an orchard, along much of the northern boundary of the site. The following conditions were suggested: <ol style="list-style-type: none"> i) The area of the corridor be mandated in the outline planning permission and not left as a 'reserved matter'. ii) The planting of this area as an orchard be a requirement.

HARVINGTON PARISH COUNCIL

	<p>iii) That a funded plan for the on-going maintenance of the orchard be agreed with Harvington Parish Council before the commencement of building work on the site.</p> <p>iv) The planting scheme in front of Bromley Close, which was shown as 'indicative' on the plans, be made a planning requirement.</p> <p>v) Pollution control measures should be included in the drainage scheme, to prevent pollution originating from the roads and driveways from entering the Harvington Brook.</p> <p>In total 26 conditions put forward by various parties were asked to be considered.</p>
37.4	<p>Applications dealt with by planning delegation duly noted.</p> <p>a) Application W/16/01444/LUE 2 The Hopkilm, Church Street, Harvington. Proposal: Application for Certificate of Lawfulness (existing) - the use of the site as two dwellings as approved under permission reference no W/02/01581/CU but without compliance with condition no 2 (relating to the provision of access, turning area and parking facilities). Comments: Local knowledge supports the existence of the current location to access the properties has been there for more than 10 years, the Parish Council has no further comment.</p> <p>b) Application No: W/16/00808/RM – Land rear of Sefton, Station Road, Harvington. Amendment: Re-orientation of Plot 1 and repositioning of one first floor rear bedroom window. Amendment to garaging on site by formation of separate double garage to serve Plot 3 and semi-detached garaging block to serve Plots 1 and 2. Amendment to parking layout to provide 3 spaces for each property. Comments: The Parish Council would like to thanks the developers for taking into consideration the privacy of neighbouring properties. Although there has been no comment from owners of 'The Rectory' it is noted that Plot 3 has bedroom windows on the western elevation that would look directly into this property. The design of Plot 3 shows that the relevant bedrooms, 1 & 4, would have sufficient windows if the overlooking windows were removed from the plans.</p>

38.	To appoint a PACT representative. Chairman to attend meetings until a representative is appointed.
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39.	Finance & General Purposes July meeting notes noted and the following considered:
39.1	<p>Planters:</p> <p>a) Sites for placing the planters were agreed:</p> <p><u>Crest Hill</u> – two boxes either side of the name plate sign to be placed at an angle of 45 degrees towards the road planted 1 metre in.</p> <p><u>Stratford Road</u> – one box on the right hand side as enter the road from the bypass straight in front and equally balanced with the sign. Placing a box on the left hand side would obstruct users/maintenance of the footway.</p> <p><u>Evesham/Alcester Road</u> –planters to be placed in front of name plate signs against the gates.</p> <p><u>Leys Road</u> – planter to be placed on the left hand side, facing Church Lench direction, angled at 45 degrees towards the road. Clerk to inform Miss Cappell. There is not enough room to place one on the opposite side of the road due to the width of the verge.</p> <p>Two remaining boxes to be placed at the crossroads on the Leys Road side angled between the fingerpost sign, equally balanced both sides. Permission to be obtained from Highways Authority.</p> <p>b) Planting/watering and future maintenance of the planters. Clerk to request a quote from Limebridge Rural Ltd and Cllr. Mrs. White would inquire with a local nursery.</p>
39.2	<p>Following information received on ownership of verges along Village Street and opposite the Coach & Horses it was proposed by Cllr. Mr. Swift, seconded by Cllr. Mr. Colebrook and resolved to add these verge cuts to the amenity contract to be attended to every two weeks from June to October at an added cost of £27.00 per cut plus VAT. This will include the initial cuts to bring the areas into a maintained state which will take several cuts to rectify the neglected areas.</p>
39.3	<p>Vehicle Activated Signs: still awaiting three extra brackets to be delivered. Cllr. Mr. Langley is storing the signs at present and will check all the contents are present.</p>
39.4	<p>Feedback from Insurance Company re notice on playing field in regard to the problem of the rabbit</p>

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	holes deferred to next meeting.
39.5	Annual Inspection report of play equipment received. Minor items to be looked at on the Smaller Multi Play and on the balance trail. The Harvington Trust has been asked to address the placement of a sign regarding the water risk.
39.6	<u>Goal posts:</u> to consider purchase of new nets and sleeves. Clerk obtaining information from a local sports retailer. In the meantime the Clerk is to ask the Village Hall Committee if the posts can be stored to the rear of the Village Hall.
39.7	Resolved to ask Harvington Youth Group if they would wish to distribute the remaining Queen's 90th bookmarks to their members who do not attend Harvington School.

40.	<p>Notice Boards.</p> <p>a) Resolved not to provide a replacement notice board following closure of the Post Office in nearby vicinity.</p> <p>b) It was agreed that the notice board situated along Leys Road required replacing with an upright board similar to the one situated on the Bus Shelter opposite the Golden Cross Public House. Clerk to obtain quotes.</p>
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41.	<p>Urgent decisions:</p> <p>Application No: W/16/00963/PP – 8 Hopkiln Cottages, Stratford Road, Harvington.</p> <p>Proposal: Installation of external wall insulation to all elevations of the property in a neutral colour. (white/cream/grey). No meeting called to comment on this application.</p>
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Meeting closed at 9.35 pm.

Signed by the Chairman: **Dated: August 10th 2016.**

Public Question Time – 3 parishioners present.

Items raised: Footpath and hedge clearance.

Appendix 1.

Payments authorised for payment 13th July 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-8	HMRC VAT Refund.	3021.03		
R16-9	Worcestershire County Council (Grass cutting)	674.00		
P16-33	Admin salary		712.67	N/A
P16-34	Parish Lengthsman		84.00	N/A
P16-35	Maintenance Fl. Allev. Scheme		8.00	N/A
P16-36	Printright (June/July)		203.10	3.60
P16-37	Greenspace Warden		97.00	N/A
P16-38	Grant Children's Charitable Kayak Trust		346.00	N/A
P16-39	Limebridge Ltd		945.60	157.60
P16-40	St. James PCC (Cemetery)		500.00	N/A
P16-41	Harvington Youth Group		875.00	N/A
P16-42	Annual Play Inspections		175.49	29.25
P16-43	Hearing costs Crest Hill.		50.76	N/A
P16-44	Rural Rate Relief - Ellenden Farm.		85.42	N/A
TOTAL				

Chairman initials.....

HARVINGTON PARISH COUNCIL

Harvington Parish Council 2016-17 - July meeting.				
Accounts 2016/17	Budget 2016/17	Receipts/ Payments	Under/Over Spend	% Spent
Receipts				
Precepts		20001.00		
Lengthsman - Worcs CC	1842.00	225.78		
PP3 - Worcs CC		0.00		
WCC Amenity		674.00		
Grants - NHB		4845.00		
WDC - Flood Allev 2		1500.00		
VAT - Recoverable		3021.03		
Other Receipts		377.25		
Total		30644.06		
Payments				
Mowing - Parish Amenity	5800.00	1540.00	4260.00	27%
Street Lighting	2513.00	0.00	2513.00	0%
Warden	2500.00	213.00	2287.00	9%
Lengthsman (PC Contribution)	1500.00	0.00	1500.00	0%
Maintenance	500.00	0.00	500.00	0%
Village News	1100.00	498.75	601.25	45%
Parish Paths (PP3)	150.00	0.00	150.00	0%
Grants	10000.00	1368.40	8631.60	14%
Donations	290.00	75.00	215.00	26%
RRR	500.00	431.64	68.36	86%
Salaries	7500.00	1775.79	5724.21	24%
Training	200.00	0.00	200.00	0%
Village Hall - Insurance	750.00	0.00	750.00	0%
Insurance	1000.00	0.00	1000.00	0%
Subscriptions	720.00	705.63	14.37	98%
Admin	700.00	281.19	418.81	40%
Audit Fees	500.00	95.00	405.00	19%
Chairmans Allowance	100.00	0.00	100.00	0%
Loan Repayments	3172.00	1585.84	1586.16	50%
Contingency	5500.00	0.00	5500.00	0%
Funds to increase reserves	0.00	0.00	0.00	0%
Jubilee Orchard	400.00	0.00	400.00	0%
Playing Field	1500.00	8.16	1491.84	1%
Neighbourhood Plan	5000.00	12.50	4987.50	0%
Replacement NB	1000.00	0.00	1000.00	0%
Election	0.00	0.00	0.00	0%
SUBTOTAL	52895.00	0.00		
WCC PL	1842.00	306.00	1536.00	17%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%

Chairman initials.....

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NHBS - Defib	33.50	0.00	33.50	0%
NHBS (PF) 1	105.75	0.00	105.75	0%
NHBS (PF) 2	4845.00	3800.00	1045.00	78%
WDC (Fl.Allev.grant phase 1)	1380.00	0.00	1380.00	0%
WDC (Fl Allev grant phase 2)	1500.00	0.00	1500.00	0%
VAT		1254.84		
TOTAL	64109.75	13951.74		

Treasurers Account.

B/F 01.04.16	37771.60
Income received	30644.06
Minus expenditure	-13951.71
Transfer to bus. AC	0.00
Total	54463.95

Bank statement	54973.05
minus payments 15-16	-93.00
minus unrepresented payments	-416.10
Total	54463.95

Less grant allocations

-1508.50 NHBS JO/PC/STW
-33.50 NHBS Defib
-105.75 NHBS PF 1
-1380.00 Fl. Allev. Grant 1

Remaining **52816.20**

Bus. Instant Access **44281.44**

HARVINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting held on Wednesday 10th August 2016 at 7.50 pm in Harvington Village Hall.
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Present:	Cllrs. Mr. Steventon (Chairman), Mr. Colebrook, Mrs. White, Mr. Swift, Mr. Dorrell, Mrs. Hall and Mr. Langley. <u>In attendance:</u> Mrs. Holland (Clerk), Dist.Cllr. Mr. Homer, PCSO Simon Hall and 4 parishioners.
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42.	Apologies: County Cllr. Mr. Holt.
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43.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests</u> in items on the agenda and their nature. Nil declared.
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44.	Dispensations: Nil.
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45.	<p>Reports received from, Dist. Cllr. and Police.</p> <p><u>District Cllr. Mr. Homer:</u></p> <p>f) <u>Crest Hill application</u> - Thanked Mr. Haynes for his excellent preparation at the Hearing for the Crest Hill planning application.</p> <p>g) <u>Planning application</u> W/16/00322/OU – Gladman developments have submitted an Appeal. He also confirmed that Wychavon District Council recovered costs in regard to the withdrawn appeal for application W/14/2434/OU.</p> <p>h) <u>Brexit</u> - the Council will be looking at how it will affect the District Council but no one knows what it means at this time.</p> <p><u>PC Simon Hall:</u></p> <p>i) Anti-social behaviour occurring in the village. PCSO Hall asked residents to ring 101 immediately. To stop this behaviour they need to be made aware immediately of the event so that they can take statements. He confirmed that the police are actively trying to resolve these issues and if you feel that the situation is volatile to call 999 immediately. The Police cannot stop children playing on private land unless the owner submits a complaint.</p>
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46.	Co-option: three applications were considered to fill two vacancies through resignations. Ballot papers were circulated and following the vote count Dr. Davies and Ms Allison were duly co-opted to fill the two vacancies.
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Public Question Time: meeting suspended at 8.10 pm reconvening at 8.25 pm. Cllr. Mrs. Hall arrived.
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47.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 13.07.16.were an accurate record, duly signed by the Chairman.
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48.	<p>Clerk's report:</p> <p><u>New Homes Bonus funding</u> – currently available £13,312.</p> <p><u>Post Office</u> – A mobile office will be sited outside the front of the Golden Cross Public House every Friday from 9am to 1pm starting 12th August 2016. It will offer virtually all the services available at Evesham Post Office.</p> <p><u>Right of Way</u> –confirmation received that work is scheduled for August to attend to the footpath by the Church and Bridge 63.</p> <p><u>Highway reports:</u></p> <p>a) <u>Grange Lane</u> – has been added to the 'Driving Home Programme' for improvement, work to be carried out in the next 18 months.</p> <p>b) <u>Shakespeare Lane</u> - Highways have inspected the Lane and report there is nothing on this very</p>
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	<p>short section of road that requires immediate attention and nothing that would take a temporary repair. The Lane has been passed to engineers for consideration of resurfacing, however this is based on a risk priority system as and when finances become available. This will be continually monitored by routine annual survey.</p> <p>c) <u>Leys Road</u> - No safety issues were identified, defects at this location are on private land and not Worcestershire County Council responsibility. The road will continue to be monitored and action taken as necessary.</p> <p><u>Maintenance to verges along Village Street</u> and opposite the Coach & Horses has been added to the amenity contract and work has commenced.</p> <p><u>Invitation to Clean, green and safe places parishes' event</u> - 15 September 2016 at Civic Centre, Wychavon District Council Offices.</p>
49.	<p>Reports from representatives:</p> <p><u>Neighbourhood Plan:</u> Cllr. Mrs. Hall reported that members of the Steering Group had walked around the Village with a Heritage and Landscape Officer from Worcestershire County Council. At the next meeting of the Steering Group the results of the Housing Needs Survey would hopefully be available.</p>
50.	<p>Financial Matters: Resolved to approve payments plus cost of £35 Information Commissioner annual fee, receipts and balances to 30.06.16.Appendix 1.</p>
51.	<p>Planning.</p>
51.1	<p>The following applications were considered:</p> <p>a) 16/000003/REG3 – Worcestershire County Council – Harvington C of E First School, Harvington. Proposal: Single storey, flat roofed extension to form new Intervention Room. Comments: Parish Council support the proposal.</p> <p>b) W/16/01812/RM – Chamberlain Nurseries, Anchor Lane, Harvington. Proposal: Application for approval of reserved matters – erection of detached rural occupational worker's dwelling with garage (following outline planning permission (REFERENCE) No: W/13/01978/OU. Comments: The Parish Council request that consideration is given to prevent flooding to the property from external sources.</p>
51.2	<p>Correspondence received from the Planning Authority duly noted:</p> <p>a) W/16/00808/RM – Land rear of Sefton, Station Road, Harvington. Permission granted with 7 conditions/reasons.</p> <p>b) W/16/01444/LUE 2 The Hopkiln, Church Street, Harvington. Certificate of Lawfulness granted.</p> <p>c) W/16/01215/PN - Land accessed off Village Street, Harvington. Permission granted with 11 reasons/conditions.</p> <p>d) W/16/01097PP – 7 Hopkiln Cottages, Stratford Road, Harvington. Permission granted.</p> <p>e) W/16/01585/PP – 42 Hughes Close, Harvington. Permission granted.</p> <p>f) W/16/01421/PN – Plot 2, Greenacres Lane, Harvington. Permission granted with 10 reasons/conditions.</p>
51.3	<p>Land to the East of Evesham Road, Harvington: Appeal to be determined by Inquiry.</p>
52.	<p>Finance & General Purposes July meeting notes noted and the following considered:</p>
52.1	<p>Planters: the Council considered a quote of £950 annually for a contract to plant 10 flower-boxes which includes spring and autumn planting, the annual addition of new compost and watering each planter as necessary throughout the summer planting season. In addition to the annual contract an extra charge will be made to initially fill the planters with professional grade potting compost and line with heavy duty polythene to protect the timber frames from compost interaction. The base of the planters will also be lined with polythene to help prevent weed</p>

HARVINGTON PARISH COUNCIL

	intrusion from the soil. There will be a one off charge for supplying and installing compost and polythene of £ 435.00. Resolved to accept the quote.
52.2	Resolved to accept the quote of £726.04 for replacement parts to the Sutcliffe Multi Play unit.
52.3	Request from two residents re the maintenance of the bund area, Mandeville Cottages was considered. Until ownership of the land is confirmed the Parish Council will not maintain the bund area.
52.4	Goal posts: to consider quote for contractor to purchase new sleeves and rotate the posts on a regular basis. Deferred until next meeting.
52.5	Resolved to accept a quote to place two permanent warning signs regarding rabbit holes on the playing field area at a cost of £30.00.

53.	Notice Board , Leys Road: two quotes considered. Resolved to accept the quote of £725 minus VAT from Whitehill Direct Ltd to purchase a brown aluminium notice board with header and logo.
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54.	Jubilee Orchard.
54.1	<u>Harvington Trust update</u> : With regard to Annual Inspection report on the Trim Trail, the rotting on the "Step Stones" is not relevant as they are small stools to rest on. They are too wide apart to step from one to another. Two warning signs are required next to the pond, near the Trim Trail. The catch on the pedestrian gate is not satisfactory and will be replaced, the cost being borne by the Harvington Trust. The Trust will need to review the site maintenance programme for 2017 and will put some suggestions to the Parish Council in the Autumn.
54.2	To consider purchasing two signs for the Jubilee Orchard in relation to the pond near the Trim Trail. Clerk to contact Wychavon District Council for advice on wording.

55.	<p><u>Councillors' reports:</u></p> <p><u>Malthouse Close</u> – Clerk requested to report to the District Council that fencing in place was orange/green netting and not picket fence as per planning condition.</p> <p><u>Social media</u> – Cllr. Mrs. Hall agreed to monitor and report.</p> <p><u>Village Hall</u> – Clerk to inquire whether 'wifi' available in the Hall.</p> <p><u>Items for future agenda:</u></p> <p>a) Planters outside Village Hall for Brownies.</p> <p>b) Registering green spaces.</p> <p>c) Ownership of Village Green.</p>
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56.	Resolved to exclude the public and press in the public interest for consideration of the following items: Parish Lengthsman contract reviewed. Vehicle Activated Sign to be placed along the Alcester/Evesham Road and a temporary contract put in place.
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Meeting closed at 10 pm.

Signed by the Chairman:**Dated: September 14th 2016.**

Correspondence circulated to members.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Wychavon District Council Building Design Awards to recognise building projects that show real design quality, craftsmanship and sustainable building practices. If you wish to nominate a project, please visit the WDC website and return either by email to policy.plans@wychavon.gov.uk or by post to Fred Davies (Policy

Chairman initials.....

HARVINGTON PARISH COUNCIL

Manager), Housing and Planning Services, Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, WR10 1PT. The closing date for nominations is Friday 9 September 2016.

SWDP briefing – slides forwarded to all members.

Wychavon District Council annual report which looks back at how we performed in 2014/15 and forward to some of the things in store for 2015/16. <http://www.wychavon.gov.uk/performance> Circulated to all members.

Community Infrastructure Levy (CIL) Regulation 19 Stage Submission for Examination (2016) and consultation on the statement of modifications to the CIL Draft Charging Schedule Regulation 19(4). Information relating to the statement of modifications consultation (modification schedules, response forms) can be found online at the following link: http://www.swdevelopmentplan.org/?page_id=12731
For all other CIL material (including examination information), please use the following link: http://www.swdevelopmentplan.org/?page_id=11266. **Circulated to all members.**

Stratford-on Avon District Core Strategy - Adoption Statement –Stratford-on-Avon District Council resolved to adopt the Stratford-on-Avon District Core Strategy (SDCS) on 11/7/16. Copies of the Submission Documents are available for inspection free of charge at Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX, at all public libraries across the District during normal opening hours and may be viewed on the Council's website at: www.stratford-dc.gov.uk/corestrategy

Wychavon District Council is proposing to adopt a Policy and Guidelines in relation to its licensing responsibilities under the Scrap Metal Dealers Act 2013. The Council is keen to receive comments on the draft document. Email to wrsenquiries@worcsregservices.gov.uk – please use the subject line “Wychavon District Council Scrap Metal Consultation.” This consultation will remain open until **30 September 2016**.

Public Question Time – 4 parishioners present.

Items raised:

- a) PACT – Cllr has been appointed as a representative and will be attending the next meeting in September.
- b) Maintenance to rights of way, footways and weeds on highway noted.
- c) Parish Council asked to become more involved with social media.

Appendix 1.

Payments authorised for payment 10th August 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
P16-45	Admin salary		660.26	N/A
P16-46	Parish Lengthsman - ROW		150.71	N/A
P16-47	Greenspace Warden		51.00	N/A
P16-48	Wychavon Sport		69.00	N/A
P16-49	School Prize		19.99	N/A
P16-50	Information Commissioner		35.00	N/A
TOTAL			985.96	

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council meeting held on Wednesday 14th September 2016 at 7.45 pm
in Harvington Village Hall.**

Present:	Cllrs. Mr. Colebrook (Chairman), Mrs. White, Mr. Dorrell, Mrs. Hall, Mr. Langley, Mr. Davies and Mrs. Allison. The Chairman welcomed Cllrs. Mr Davies and Mrs Allison to the Council for their first meeting. <u>In attendance:</u> Mrs. Holland (Clerk), County Cllr. Mr. Holt, Dist. Cllr. Mr. Homer and 1 parishioner.
57.	Apologies: Cllrs. Mr. Steventon and Mr. Swift (reasons accepted by Council).
58.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests</u> in items on the agenda and their nature. Nil declared.
59.	Dispensations: Nil.
60.	Reports received from County Cllr., Dist. Cllr. and Police. <u>County Cllr. Mr. Holt:</u> a) <u>CO2 emissions</u> at Worcestershire County Council lowered by 23% from 2009/10 to 2015/16. This has been done by investing in energy efficiency improvements in Council buildings using internal Spend to Save Fund for solar panels, lighting improvements, lighting controls, and valve insulation amongst other ideas. b) <u>Worcestershire Parkway Station</u> – County Council now owns all land needed for construction of the site. Four companies have been invited to bid for the contract. Work should start early 2017 with completion March 2018. c) The County Council has allocated £12 million to its budget for highways maintenance over the next 2 years, known as the 'Driving Home Scheme'. <u>District Cllr. Mr. Homer:</u> d) <u>New Homes Bonus</u> - has visited the tenants of the Golden Cross Public House regarding a project that may be funded through the New Homes Bonus scheme. e) <u>Crest Hill Planning Appeal</u> – questions asked if Wychavon District Council will be recuperating costs. Mr. Homer will inquire.
Public Question Time: Nil.	
61.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 10.08.16 were an accurate record, duly signed by the Chairman.
62.	Clerk's report: <u>New Homes Bonus funding</u> – currently available £13,312. <u>Declaration of Office</u> - signed by both new members. <u>Malthouse Close</u> – Clerk requested to report to the District Council that fencing in place was orange/green netting and not picket fence as per planning condition. <u>Village Hall</u> – there is no wifi with internet access. The Committee are looking into providing access. <u>Invitation to Clean, green and safe places parishes' event</u> - 15 September 2016 at Civic Centre, Wychavon District Council Offices followed by Wychavon CALC meeting. <u>Litter Pick</u> – successfully completed by Harvey Bears on the weekend of 21 st /22 nd August.
63.	Reports from representatives: <u>Neighbourhood Plan:</u> Cllr. Mrs. Hall reported that little progress has been made due to the Chair

HARVINGTON PARISH COUNCIL

	of the Steering Group being involved in recent Planning appeal. The Housing Needs Survey results are being analysed by the Housing Working Group. Two reports on building policies will be on the website shortly. Following a visit to the Village by the Heritage Workshop the first draft of a survey of the village analysing type of housing, character and outstanding features should be published early 2017.
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64.	Financial Matters.
64.1	<u>Payments:</u> It was agreed not to pay Grant Thornton until invoice received and not pay for the restoration works to the goal posts until outstanding problems have been addressed. It was then proposed by Cllr. Mr. Langley, seconded by Cllr. Mrs. White and resolved to approve the remaining payments, receipts and balances to 01.08.16.Appendix 1.
64.2	Annual subscription to CPRE of £36. Resolved by all not to pay the annual fee as no benefit to the Village.
64.3	External Auditor report duly noted. No action required.
64.4	Resolved to renew the annual insurance and take up the offer for further 3 year long term agreement at a cost of £832.62. It was noted that the population figure was inaccurate. Clerk to contact the insurance providers.
64.5	<u>Accounts:</u> Cllr. Mrs. White to be added as a signatory on the accounts and to remove signatory of previous councillor now resigned.

65.	Planning: Correspondence received from the Planning Authority duly noted: a) W/15/02114/OU – Land to the south of Crest Hill, Harvington. Appeal dismissed. b) Land to the East of Evesham Road, Harvington: Appeal to be determined by Inquiry W/C 9th May 2017.
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66.	Finance & General Purposes July meeting notes noted and the following considered:
66.1	A request from the Parochial Church Council to hold the St. James Fete on June 10 th 2017 on the playing field and permission to allow classic/vintage cars on the field was considered. It was agreed that the Classic/Vintage Cars can be put on the playing field for the Fete in 2017 subject to the following: a) Any damage to the playing field is made good. b) It is suggested that the car owners visit the site beforehand to ensure that they can manoeuvre the vehicles up the track and to gain access into the field. c) The Council's Public Liability Insurance is only covered for injury subject to a defect on the field. The Parochial Church Council will have to provide their own Public Liability insurance for damage/accidents arising from any activities they provide on the day. They should also check that the owners of the classic/vintage cars have adequate Motor Insurance in force in respect of these vehicles.
66.2	<u>Parish Lengthsman post:</u> a) Application form for contract of services post agreed. Post to be advertised locally, neighbouring villages, website, Facebook, Village News and Clerk to inquire with Evesham Journal. b) <u>Interim work:</u> Parish Lengthsman from Honeybourne and Pebworth has been given a temporary contract for services to inspect the flood alleviation scheme along Leys Road. The Parish Lengthsman from the Lenches has also been given a temporary contract to clear urgent work required, maintain grips Leys Road and to erect the Vehicle Activated Signage.
66.3	Goal posts: to consider quote for contractor to purchase new sleeves and rotate the posts on a regular basis. Deferred until next meeting.

67.	Harvington Parish matters for discussion/decision.
67.1	It was agreed not to cover the planters against loss or damage due to the £250 policy excess. It would take at least two to be damaged or stolen at the same time to exceed this excess. Public

HARVINGTON PARISH COUNCIL

	Liability Insurance is provided automatically.
67.2	Update on the bund area, Mandeville Cottages. Wychavon District Council is unable to confirm who owns the land and is unable to assist further. Worcestershire County Council has been asked again for documentation that the land is under highways control. Clerk requested to carry out a Land Registry search.
67.3	<u>Crest Hill development</u> : a request to ask the developer to tidy the Crest Hill development was considered. The Clerk was requested to check with Highways whether the footway has been adopted and clarify who is responsible for maintenance.
67.4	PACT representative: Cllr. Mr. Davies appointed.

68.	Correspondence received: Harvington Post Office: Public consultation on the new location and service. It was agreed to respond with the following comments: Location more central to the Village; request for extended opening times for the service (3 times a week); inside of the mobile unit is easily accessible; present location is being utilised outside a Public House who are providing refreshments and looking at provision to provide a Post Office.
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69.	Councillors' reports and items for future agenda: Ditch Leys Road, Malthouse Close.
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70.	Resolved to exclude the public and press in the public interest for consideration of the following items: Parish Lengthsman correspondence was discussed and a letter agreed to be written to the previous Parish Lengthsman along with payment for work carried out in June/July 16.
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Meeting closed at 9.55 pm.

Signed by the Chairman:**October 12th 2016.**

Correspondence circulated to members.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Neighbourhood Watch updates circulated to members.
Smart Water - Wychavon District Council is still very keen to support local parishes to create crime free villages by the use of property marking schemes. The Localism Panel has stipulated that any future schemes can only use New Homes Bonus to fund 50% of the cost, the remainder being met from elsewhere. The council will continue to fund signage as previously agreed. Purchase Smart Water at a cost of £8.90 per household kit with no yearly license fee.

Appendix 1. Payments authorised for payment 14th September 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-10	WCC Lengthsman grant (April)	144.00		N/A
R16-11	WCC Lengthsman (May)	84.00		N/A
P16-51	Printing Neighbourhood Plan Survey		810.07	N/A
P16-52	Admin salary		679.60	N/A
P16-53	Greenspace Warden		43.00	N/A
P16-54	Neighbourhood Plan costs		208.91	N/A
P16-55	Purchase of Play bark		216.00	36.00
P16-56	Litter Pick grant		125.00	N/A
P16-57	Amenity mowing contract.		686.40	114.40
P16-58	Printing Newsletter		203.10	3.60

Chairman initials.....

HARVINGTON PARISH COUNCIL

P16-59	Numbers Plus scheme		118.80	N/A
P16-60	Insurance policy 3 year.		832.62	N/A
P16-61	Parish Lengthsman		184.00	N/A
TOTAL		228.00	4107.50	

Harvington Parish Council 2016-17 - September meeting.				
Accounts 2016/17	Budget 2016/17	Receipts/ Payments	Under/Over Spend	% Spent
Receipts				
Precepts		20001.00		
Lengthsman - Worcs CC	1842.00	453.78		
WCC Amenity		674.00		
Grants - NHB		4845.00		
WDC - Flood Allev 2		1500.00		
VAT - Recoverable		3021.03		
Other Receipts		377.25		
Total		30872.06		
Payments				
Mowing - Parish Amenity	5800.00	2328.00	3472.00	40%
Street Lighting	2513.00	0.00	2513.00	0%
Warden	2500.00	361.00	2139.00	14%
Lengthsman (PC Contribution)	1500.00	0.00	1500.00	0%
Maintenance	500.00	0.00	500.00	0%
Village News	1100.00	698.25	401.75	63%
Parish Paths (PP3)	150.00	150.71	-0.71	100%
Grants	10000.00	3089.40	6910.60	31%
Donations	290.00	163.99	126.01	57%
RRR	500.00	517.06	-17.06	103%
Salaries	7500.00	3080.98	4419.02	41%
Training	200.00	0.00	200.00	0%
Village Hall - Insurance	750.00	0.00	750.00	0%
Insurance	1000.00	0.00	1000.00	0%
Subscriptions	720.00	705.63	14.37	98%
Admin	700.00	434.69	265.31	62%
Audit Fees	500.00	95.00	405.00	19%
Chairmans Allowance	100.00	0.00	100.00	0%
Loan Repayments	3172.00	1585.84	1586.16	50%
Contingency	5500.00	0.00	5500.00	0%
Jubilee Orchard	400.00	73.12	326.88	18%
Playing Field	1500.00	81.28	1418.72	5%
Neighbourhood Plan	5000.00	12.50	4987.50	0%
Replacement NB	1000.00	0.00	1000.00	0%
SUBTOTAL	52895.00	0.00		
WCC PL	1842.00	390.00	1452.00	21%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%
NHBS - Defib	33.50	0.00	33.50	0%

Chairman initials.....

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NHBS (PF) 1	105.75	0.00	105.75	0%
NHBS (PF) 2	4845.00	3800.00	1045.00	78%
WDC (Fl.Allev.grant phase 1)	1380.00	0.00	1380.00	0%
WDC (Fl Allev grant phase 2)	1500.00	8.00	1492.00	1%
VAT		1445.29		
TOTAL	64109.75	19020.74		

Treasurers Account.

B/F 01.04.16	37771.60
Income received	30872.06
Minus expenditure	-19020.74
Transfer to bus. AC	0.00
Total	49622.92

Bank statement 03.08.16	51511.91
minus payments 15-16	-93.00
minus unrepresented payments	-1795.96
Total	49622.95

Less grant allocations

-1508.50 NHBS JO/PC/STW
-33.50 NHBS Defib
-105.75 NHBS PF 1
-1045.00 NHB PF2
-1380.00 Fl. Allev. Grant 1
-1492.00 Fl. Allev Grant 2

Remaining **41303.20**

Bus. Instant Access **44284.96**

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council meeting held on Wednesday 12th October 2016 at 7.50 pm
in Harvington Village Hall.**

Present: Cllrs. Mr. Steventon (Chairman), Mrs. White, Mr. Swift, Mr. Davies, Mrs. Allison, Mrs. Hall and Mr. Langley. In attendance: Mrs. Holland (Clerk) and Dist.Cllr. Mr. Homer.

71. Apologies: Cllrs. Mr. Colebrook, Mr. Dorrell, (reasons accepted by Council) and County Cllr. Mr. Holt.

72. Register of Interests: Councillors reminded of the need to update their register of interests.
a) Disclosable Pecuniary Interests: Nil declared.
b) Other Disclosable Interests : Nil declared.

73. Dispensations: Nil.

74. Dist. Cllr. Mr Homer: Little to report from Wychavon District Council. Supports the Village Hall Committee New Homes Bonus application.

Public Question Time: Nil.

75. Minutes: it was **resolved** that the minutes of the of the Ordinary Parish Council meeting held on 14.09.16.were an accurate record, duly signed by the Chairman.

76. Clerk's report:
Wychavon Parking Enforcement - parking attendants have been asked by the Police to visit regarding parking on double yellow lines outside the school on occasions when children are being dropped off/collected.
Notice Board – License received from Worcestershire Highways.
New Homes Bonus - £13,312 available.
Malthouse Close – Fencing work to commence W/C 17th October 2016.
Insurance renewal - documents received circulated to members. Population of Village is covered by Hiscox policy.
Harvington Post Office - letter received from the Post Office re recent consultation. Continuing with a mobile outreach service on Friday mornings 9am to 1pm.

77. Reports from representatives:
Neighbourhood Plan: Cllr. Mrs. Hall reported that the Plan is now moving forward. Waiting on the Housing Working Group to analyse survey. At present various people are carrying out a survey of the environment and historic nature of the Village.

78. Financial Matters.

78.1 **Resolved** to approve payments receipts and balances to 02.09.16.Appendix 1.

78.2 **Resolved** to donate £50 to the Royal British Legion to include the purchase of a wreath for Armistice Day. Cllr. Mrs. Allison would present the wreath at the ceremony.

78.3 Grant application received from St. James Church requesting assistance with cost of hire of marquee and tables for the Fete in June 2017 was considered. **Resolved** by a vote of 6 for with 1 against that a grant of £600 would be given, cheque to be issued May 2017. Current Public Liability insurance to be confirmed in May 2017.

78.4 **Resolved** to appoint Cllr. Mrs. Allison as the new signatory for accounts. (Standing Orders suspended for this item and reinstated).

HARVINGTON PARISH COUNCIL

78.5	Resolved that the Clerk attends Financial administration and management training session on October 31st at a cost of £25.
79.	Planning: Correspondence received from the Planning Authority duly noted: a) W/16/01812/RM - Chamberlain Nurseries, Anchor Lane, Harvington. Permission granted. b) W/16/01165/PN – Windmill Fishing Lakes, Abbots Salford Road, Harvington. Permission granted with 8 conditions/reasons. c) 16/000003/REG3 Harvington First School. Permission granted with 7 conditions/reasons.
80.	Finance & General Purposes September meeting notes noted and the following considered:
80.1	Signage for the Jubilee Orchard recommended by Annual Inspection report was discussed at length. It was proposed, seconded and resolved to obtain the following: a) Two A4 notices to be placed at car park entrance and on the gate entrance, Leys Road with wording “Children should be supervised at all times” with black writing on a white background. b) Two A3 notices to be placed on wooden stakes by the two retention ponds with wording “Beware water”.
80.2	Requests for permission to use the playing field for events was considered: a) Harvington PTFA for Firework display on 4 th November 2016. Council agreed permission as relevant documents were in order. It was asked to remind the Harvington PTFA that at least one of the first aiders must be qualified. b) Harvey Bears/Pre-School for Carol Concert on 21.12.16. Permission granted following relevant documentation received.
80.3	<u>Goal posts:</u> a) Resolved to accept the quote from Limebridge Rural Services to purchase and install 4 steel socket caps and 4 sockets at a cost of £178 + VAT. b) Quote from current contractor to rotate the posts on a regular basis. It was agreed to rotate the goal posts every six months. During the winter period they would stay in present position.
81.	Harvington Parish matters for discussion/decision.
81.1	Resolved to accept the quote of £550 inc VAT to install new notice board at Leys Road and carry out repairs to both bus shelters.
81.2	<u>Planters outside Village Hall:</u> the Village Hall Committee support the Brownies placing two oblong planters, maximum 15 “ wide, by the gravelled area adjacent to the fence of the School boundary as part of their badge scheme providing they have public liability insurance. It was agreed that the Council would support this project financially. Clerk to contact the Brownies.
81.3	<u>Highway issues.</u> a) <u>Ragley Road:</u> resident is very concerned about the amount of traffic and parked cars. It was pointed out that when the Worcestershire County Council Heritage Officer visited the area he commented that Ragley Road was an unspoilt example of 1950’s planning and important to the Heritage of the Village. Matter to be referred to County Cllr. Mr. Holt. b) <u>Evesham/Alcester Road:</u> Concern over traffic speeds. It was agreed to inquire as to whether ‘SLOW’ signs could be placed on the highway similar to the ones in Norton & Lenchwick and if the Police could carry out speed checks. c) <u>Trees Village Street:</u> trees at the junction of Village Street and Stratford Road are the responsibility of private owner.
81.4	Update on maintenance to Mandeville bund area: waiting on response from Land Registry.
82.	Correspondence received considered:
82.1	It was agreed to respond to the government consultation document on the local government finance settlement for 2017/18 which includes in the proposals applying referendum principles to town and parish councils. Concerns were raised that the Council would only be able to carry out

HARVINGTON PARISH COUNCIL

	basic work and that there would be a significant reduction in services especially grants offered. An expensive referendum would have to take place if the precept was raised above 2% causing a serious financial risk. This would affect Localism in a very large way.
82.2	New Homes Bonus application on behalf of the Village Hall for new chairs and storage trolley system considered. Resolved that the application be submitted to Wychavon District Council to be considered as part of the New Homes Bonus funding scheme.

83.	<p>Clerk's report on Urgent Decisions made under delegation since the last meeting.</p> <p>a) Purchase of wet pour kit to replace damaged surface to large multi play unit at a cost of £67.50 + VAT.</p> <p>b) Planning delegation re: Application W/16/01914/PP – 2 Village Street, Harvington.</p> <p>Proposal: Proposed pitched roof to replace existing flat roof. Clerk in consultation with 3 members of the Council exercised delegated authority. No comment was made regarding this application.</p> <p>Permission granted.</p>
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84.	<p>Councillors' reports:</p> <p>a) Meeting to take place on Thursday 3rd November with Clerk, Chairman and two flood warden representatives with Land & Drainage Officers at Wychavon District Council.</p> <p>b) Cllr. Mr. Langley reported that the Village Green was reduced in size during the 1960's. Nothing in the file to define who owns the Village Green.</p> <p>Items for future agenda: Residents booklet; Mill footpath, gate locked.</p>
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Meeting closed at 9.50 pm.

Signed by the Chairman: **Dated: 9th November 2016.**

Urgent decisions taken following the close of the meeting:

a) Waste Bin adjacent to Bus Shelter Village Street: access blocked by installation of cabinets by Openreach. Following investigation by Openreach, who had informed the County Council Planning and Highways Department, of the proposed installation, Openreach refused to pay the costs of moving the bin and have closed the request. It was agreed to ask Wychavon District Council to move the bin and to bill the Parish Council for the cost.

b) Extraordinary meeting to take place on October 20th to discuss planning application W/16/02253/PN.

Correspondence circulated to members.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Neighbourhood Watch Live Feed updates circulated to members.
Clean Green and Safe Environment Seminar held at Wychavon District Council – slides of event circulated to members.
Wychavon District Council: Wychmove is a Social Lettings agency run by the Housing Department from the Civic Centre in Pershore. It does not charge the tenants any fees and charges the landlord's lower fees than High Street agents, but gives an enhanced level of service with the backing of the Council. There is a national shortage of housing in the Wychavon area and WDC have an extensive waiting list of people who are trying to access accommodation. Request asking if the Parish Council know of local landlords who they could contact.

Chairman initials.....

HARVINGTON PARISH COUNCIL

Appendix 1.

Payments authorised for payment 12th October 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-12	County Council ROW	150.71		
P16-62	External Auditor		360.00	60.00
P16-63	Admin salary		674.93	N/A
P16-64/66/67	Maintenance to Playing Field		988.25	164.71
P16-65	Greenspace Warden		96.00	N/A
P16-68	Cancelled cheque		0.00	N/A
P16-69	Amenity cuts		536.40	89.00
P16-70	Purchase notice board		870.00	145.00
P16-71	School Honour Board		24.00	4.00
P16-72	PL for flood alleviation		33.75	0.00
TOTAL		150.71	3583.33	462.71

Harvington Parish Council 2016-17 - October meeting.				
Accounts 2016/17	Budget 2016/17	Receipts/ Payments	Under/Over Spend	% Spent
Precepts		20001.00		
Lengthsman - Worcs CC	1842.00	453.78		
PP3 - Worcs CC		150.71		
WCC Amenity		674.00		
Grants - NHB		4845.00		
WDC - Flood Allev 2		1500.00		
VAT - Recoverable		3021.03		
Other Receipts		377.25		
Total		31022.77		
Payments				
Mowing - Parish Amenity	5800.00	2900.00	2900.00	50%
Street Lighting	2513.00	0.00	2513.00	0%
Warden	2500.00	404.00	2096.00	16%
Lengthsman (PC Contribution)	1500.00	0.00	1500.00	0%
Maintenance	500.00	0.00	500.00	0%
Village News	1100.00	897.75	202.25	82%
Parish Paths (PP3)	150.00	150.71	-0.71	100%
Grants	10000.00	3299.70	6700.30	33%
Donations	290.00	163.99	126.01	57%
RRR	520.00	517.06	2.94	99%
Salaries	7500.00	3698.04	3801.96	49%
Training	200.00	0.00	200.00	0%
Village Hall - Insurance	750.00	0.00	750.00	0%
Insurance	1000.00	832.62	1000.00	83%
Subscriptions	720.00	705.63	14.37	98%
Admin	700.00	497.23	202.77	71%
Audit Fees	500.00	395.00	105.00	79%

Chairman initials.....

HARVINGTON PARISH COUNCIL

Chairmans Allowance	100.00	0.00	100.00	0%
Loan Repayments	3172.00	1585.84	1586.16	50%
Contingency	5480.00	0.00	5480.00	0%
Jubilee Orchard	400.00	73.12	326.88	18%
Playing Field	1500.00	261.28	1238.72	17%
Neighbourhood Plan	5000.00	1031.58	3968.42	21%
Replacement NB	1000.00	0.00	1000.00	0%
SUBTOTAL	52895.00	17413.55		
WCC PL	1842.00	558.00	1284.00	30%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%
NHBS - Defib	33.50	33.50	0.00	100%
NHBS (PF) 1	105.75	16.00	89.75	15%
NHBS (PF) 2	4845.00	3800.00	1045.00	78%
WDC (Fl.Allev.grant phase 1)	1380.00	0.00	1380.00	0%
WDC (Fl Allev grant phase 2)	1500.00	8.00	1492.00	1%
VAT		1659.29		
TOTAL	64109.75	23488.34		

Treasurers Account.

B/F 01.04.16	37771.60
Income received	31022.77
Minus expenditure	-23488.34
Transfer to bus. AC	-25000.00
Total	20306.03

Bank statement 02.09.16	25976.91
minus payments 15-16	-93.00
minus unrepresented payments	-5577.88
Total	20306.03

Less grant allocations

-1508.50 NHBS JO/PC/STW
-89.75 NHBS PF 1
-1045.00 NHB PF2
-1380.00 Fl. Allev. Grant 1
-1492.00 Fl. Allev Grant 2

Remaining 14790.78

Bus. Instant Access 69286.75

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Extraordinary Parish Council meeting held on Wednesday 19th October 2016 at 7.40 pm
in Harvington Village Hall.**

Present:	Cllrs. Mr. Steventon (Chairman), Mrs. White, Mr. Swift, Mrs. Hall, Mr. Colebrook, Mr. Dorrell, and Mr. Langley. <u>In attendance:</u> Mrs. Holland (Clerk) and 5 parishioners.
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85.	Apologies: Cllrs. Mr. Davies, Mrs. Allison (reasons accepted by Council) and Dist. Cllr. Mr. Homer.
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86.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests.</u> Nil declared.
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87.	Dispensations: Nil.
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Public Question Time: Meeting suspended at 7.42pm, reconvening at 7.45pm.

88.	Planning.
	<p>It was agreed to comment on the following application: a) W/16/02253/PN - Coach & Horses, Station Road, Harvington. Proposal: Erection of a 4 bed roomed detached dwelling. <u>Comments:</u></p> <ol style="list-style-type: none"> 1. The proposed development lies within the Conservation Area and the whole of the curtilage of the Coach and Horses Public House is registered as a Community Asset. The use of the land will change its value to the community by becoming a private dwelling. 2. If the application is permitted this development will add to the housing density within this very small area of the Village where 12 houses have already been approved for development under applications W/16/00808/RM and W/15/00258/PN. 3. <u>Water Management:</u> From the supplied plans, it appears that a large area of the development will be under hard standing, greatly reducing the open permeable surface available. There is concern regarding the disposal of excess surface water on the reduced area of open land. To reduce the need to dispose of large quantities of surface water off site the hard standing should be constructed of a semi permeable material, allowing surface water to soak through into the soil, to compliment any constructed soakaways. 4. <u>Design:</u> The design should be more in keeping and blend in with properties that are within the Conservation Area in the vicinity of the application, rather than looking at designs of nearby modern properties recently constructed. 5. <u>Access:</u> Concern is expressed over the increased number of properties approved with access onto Station Road. This property's point of access will be in close proximity to the Public House Car Park and the Bus Shelter. Access has already been granted for 3 houses (W/16/00808/RM) with access onto Station Road just a few yards further up on the other side of the road and the development of 9 houses W/15/00258/PN at the junction of Station Road with Crest Hill. 6. <u>Landscape:</u> If the application is approved it is requested that new trees as proposed on the supplied plan are planted and that the Conservation Officers take note of the trees that are proposed to be removed to determine the necessity for their removal. If removal is approved, request that a plan be submitted for screening, in keeping with other frontages in close vicinity, which would assist in softening the appearance of the new property, and enhance its location within the Conservation Area.

Meeting closed at 8.25 pm.

HARVINGTON PARISH COUNCIL

Signed by the Chairman:Dated: November 9th 2016

Public Question Time – 5 parishioners in attendance.

a) Questions presented over planning application W/16/02253/PN and lack of information from District and Parish Council. Chairman explained the meeting of the Parish Council had been placed on the website and on the notice boards giving the statutory notice required. Unless householders lived adjacent to the application they would not necessarily be notified.

b) Clerk reported that Western Power Distribution would be carrying out works to reposition new underground high and low voltage cables for the development site at Crest Hill over the next couple of weeks.

Chairman initials.....

HARVINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting held on Wednesday 9th November 2016 at 7.45 pm in Harvington Village Hall.

Present:	Cllrs. Mr. Steventon (Chairman), Mrs. White, Mr. Swift, Mr. Davies, Mrs. Allison, Mr. Langley, Mr. Colebrook and Mr. Dorrell. <u>In attendance:</u> Mrs. Holland (Clerk) and County Cllr. Mr. Holt.
89.	Apologies: Cllrs. Mrs. Hall, (reasons accepted by Council), and Dist. Cllr. Mr. Homer.
90.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests:</u> Nil declared.
91.	Dispensations: Nil.
92.	County Cllr. Mr. Holt report: a) Unemployment claimant count reduced by 175 since 2015. b) County Council has saved £700,000 mainly by reducing the number of streetlights on at night as well as reducing CO2 emissions. c) Boundary Commission consultation on proposed changes to constituency boundaries. d) Brookdale and Blakenhurst roads have still not been resurfaced. Mr. Holt confirmed that he will follow up the request and notify the Parish Council when he has confirmation that the work will be done.
Public Question Time: Nil.	
93.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 12.10.16 and the Extraordinary meeting held on the 19.10.16 were an accurate record, duly signed by the Chairman.
94.	Clerk's report: <u>New Homes Bonus</u> - £13,312 available. <u>Planters</u> – have been placed around the Village; Highways Authority has been notified that they are now in place. <u>Vehicle Activated Sign</u> – one sign returned to the manufacturer as not working has now been returned. <u>Precept and Budgeting Training Invitation to Clerks and Councillors</u> – November 22 nd 2016 7pm, County Hall. Cllrs. Mr. Steventon and Mr. Colebrook to attend.
95.	Reports from representatives: a) <u>Flood Warden</u> meeting held with Officers at Wychavon District Council. (Appendix 1). b) <u>Insurance review:</u> Cllr. Mrs. White and the Clerk met a representative from the Parish Council Insurance Company to look at the playing field. He reported: i) Weekly inspection reports to be kept for 8 years. ii) Re large number of rabbit holes in the field - warning signs in place. iii) Re Conifer trees - have recommended that if the trees are owned by the landowner adjacent to the field then as they are encroaching on land owned by the Parish Council they can go ahead and trim. iv) Whilst there noticed damage to chain link fencing and gate which requires maintenance work. v) Recommend next year using Play Inspection Company for Annual Inspection report as they will give a life time expectancy and revaluation of costs of equipment. c) <u>CALC AGM and Parish Conference.</u> 80 Parishes attended the Conference. Presentation given on

HARVINGTON PARISH COUNCIL

	the Local Council Award scheme which aims to show that a Council has good governance is competent and willing to take on extra roles. There are three levels of the Award. It was explained that eventually Worcestershire County Council is likely to receive no Government grants so Parish Councils may well be asked to take on more work.
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96.	Financial Matters.
96.1	Resolved to approve payments receipts and balances to 09.09.16.Appendix 2.
96.2	A request from the Village Hall Committee asking if the Council will pay for costs in regard to a mandatory requirement of their Insurance policy for fixed electrical circuits to be carried out by a registered contractor was considered. The Clerk was requested to ask for further details and account balance to date.

97.	Planning.
97.1	The following applications received were considered: a) W/16/02526/PN - Windmill Fishing Lakes, Abbots Salford Road, Harvington. Proposal: Siting of mobile home for use exclusively as manager's accommodation associated with Windmill Lakes as approval under planning permission reference W/16/01165/PN but without compliance for condition No: 7 (so as to amend list of approved plans). Comments: None. b) W/16/02517/PP – The Shambles, 5 Manor Park, Harvington. Proposal: Basic extension of ground floor bedroom in order to allow a disabled person to have a wheel in wet room and roving ceiling hoist. Comments: None.

98.	Finance & General Purposes October meeting notes noted and the following considered:
98.1	<u>Mandeville Bund update:</u> Land Registry documents show no details of public or private ownership of the land in question. It was agreed that as Land Registry, Worcestershire County Council or Wychavon District Council cannot provide documents showing that the land is in public authority ownership that the Parish Council have no obligation to maintain the Bund.
98.2	<u>Village Green:</u> Land Registry documents do not show details of public or private ownership. The Council in order to take adverse possession of the land will need to apply through a Solicitor that has an interest in land. Clerk to obtain three quotes.

99.	Harvington Parish matters for discussion/decision.
99.1	<u>Community Speed Watch</u> volunteer programme: Clerk to contact the Safer Neighbourhood Team to register an interest.
99.2	<u>Planters outside Village Hall:</u> the Brownies Group have supplied a Public Liability Insurance document. Planters to be provided next year for planting - 3'x15" x 2.
99.3	<u>Highway issues:</u> Cllr. Mr. Holt reported on Blakenhurst/Brookdale. (Minute No: 92).
99.4	<u>Damage to chain link fencing</u> and gate on playing field area - deferred to the Finance & General Purposes Group.
99.5	<u>Residents' information booklet:</u> Cllr. Mrs. White to contact the Vicar and ask what happened to the booklet that used to be circulated to residents'.

100.	Neighbourhood Plan.
100.1	<u>Update on progress:</u> a) The Group has received a 'Heritage Toolkit' which guides the Group to produce a Heritage document on the language to use, description of landscape, to record views and streetscape in the Village which will be relevant to any planning application. b) Housing Needs Survey completed September 2016. Full report will be on the website shortly.

HARVINGTON PARISH COUNCIL

100.2	<p>A proposal from the Neighbourhood Plan Steering Group for the Council to consider whether they wished to be involved in a decision-making process for the selection of development sites was discussed following further information received from the Chair of the Neighbourhood Steering Group. It was proposed by Cllr. Mr. Steventon, seconded by Cllr. Mr. Langley and resolved that the Parish Council would make a decision of proposed development sites for the Village from a shortlist prepared by the Neighbourhood Plan Steering Group.</p> <p>Mr. Haynes corrected some errors in his presentation paper presented to the Council with agenda papers:</p> <ol style="list-style-type: none"> 1) The Settlement Boundary cannot be changed by the Neighbourhood Plan. 2) The SWDP will be revised after 5 years, not replaced.
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101.	<p>Councillors' reports: Chairman announced that he will be resigning as Chair in January 2017.</p> <p>Future agenda items: If Cllrs have future projects they would like the Council to be involved in please let a member of the Finance & General Purposes Group know as they will be starting the process of preparing the budget for 2017-18.</p>
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102.	<p>Resolved to exclude the public and press in the public interest for consideration of the following item: a) Parish Lengthsman appointment. Three candidates considered. It was resolved by a vote of 7 for with 1 abstention to appoint one of the candidates on a contract for services to start 1st December 2016 for 16 hours per month. The post would be reviewed March 2017 and thereafter on an annual basis.</p>
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Meeting closed at 9.50 pm.

Signed by the Chairman: **Dated: 14th December 2016.**

<p>Correspondence circulated to members for information unless requested by member for agenda item.</p> <p>Weekly CALC updates provided via email to all members.</p> <p>Weekly Worcestershire Roadwork Report via email to all members.</p> <p>Neighbourhood Watch Live Feed updates circulated to members.</p> <p>Clerks & Councils Direct – November 2016.</p> <p>Council Matters Autumn 2016 - Came & Company Local Council Insurance Brokers.</p> <p>Winter Service Parish Newsletter October 2016.</p> <p>Notification of Consultation on the Wychavon District and Malvern Hills District Draft Shop Front Design Guide Supplementary Planning Documents (September 2016). The three South Worcestershire Councils would welcome your comments on the following planning documents: Wychavon District Draft Shop Front Design Guide Supplementary Planning Documents (SPD) (September 2016)</p> <p>A new SPD has been produced to update the guidance to reflect our aspirations for shop front design and to reflect current South Worcestershire Development Plan (SWDP) policies, and nationally, the National Planning Policy Framework as well as current planning advice, with the aim of achieving attractive shopping streets that appeal to both locals and visitors. The above SPDs are being formally consulted upon for a six week period which will run from Monday 24 October until 5pm on Monday 5 December 2016. The Draft Shop Front Design Guide SPD consultation is in line with Regulation 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012. Any comments on the consultation please inform the Clerk.</p> <p>Adoption of Supplementary Planning Documents (SPD) - Affordable Housing Supplementary Planning Document (SPD) and Developer Contributions Supplementary Planning Document (SPD). The three south Worcestershire Councils have now adopted the above two Supplementary Planning Documents at their relevant committee meetings. The Affordable Housing SPD was adopted on 26th October 2016 and the</p>
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Chairman initials.....

HARVINGTON PARISH COUNCIL

Developer Contributions SPD was adopted on 20th October 2016. Copies of the adopted SPDs and the Statements of Consultation that show how the draft documents have been amended, can be found on the following websites: South Worcestershire Development Plan www.swdevelopmentplan.org
 Wychavon District Council www.wychavon.gov.uk
Emailed to members 28.10.16

Appendix 1 - Flood Alleviation Meeting November 3rd 2016.

Present: Tony Jones, Engineering Consultancy Manager, Andrew Fell, Assistant Engineer, Land Drainage, Cllrs. Mr. Steventon, Mr. Colebrook, Mr. Dorrell and the Clerk to Harvington Parish Council, Mrs. N. Holland.

Brief history of setting up the flood alleviation scheme was discussed.

Over the years technology in determining weather has progressed significantly. The team use television and computers to monitor the situation when the met Office issues weather warnings, in particular looking at river levels and rainfall.

Hopefully in future there will be a website so residents, in particular those that have had properties flooded, would be able to access and monitor their particular situation. Once this goes 'Live' Harvington Parish Council will also be able to access.

When alarms are raised at the District Council the Land Drainage Team ring Leys Road residents that may be affected to warn them or leave a message if not available.

The two Flood Wardens would be able to look at the website and if available assist residents, especially the elderly in putting up flood gates. The gates to the Orchard will be padlocked and notices put up prohibiting public access to the site. If possible take photographs of the situation but only if safe to do so.

The main water problem, which there is nothing that can be done about, is the water that runs off farm land at the bottom end of the Village onto Leys Road. Last time it happened the swale at the crossroads took the water so no houses were affected.

Appendix 2.

Payments authorised for payment 9th November 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-13	County Council Lengthsman.	168.00		
R16-14	WDC – Precept.	19999.00		
P16-73	Royal British Legion		50.00	N/A
P16-74/75	Admin salary		701.31	4.66
P16-76	Greenspace Warden		82.00	N/A
P16-77	Cllr. Training.		30.00	5.00
P16-78	Lengthsman		539.50	N/A
P16-79	Amenity cuts		770.40	128.40
P16-80	Grant Harvington VH Insurance.		785.38	N/A
P16-81	Village Newsletter.		203.10	3.60
P16-82	PL for flood alleviation		33.75	0.00
TOTAL		20205.25	3195.44	141.66

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council meeting held on Wednesday 14th December 2016 at 7.45 pm
in Harvington Village Hall.**

Present:	Cllrs. Mr. Steventon (Chairman), Mr. Colebrook, Mr. Davies, Mrs. Allison and Mrs. Hall. <u>In attendance:</u> Mrs. Holland (Clerk), County Cllr. Mr. Holt and 1 parishioner.
103.	Apologies: Cllrs. Mrs. White, Mr. Swift, Mr. Langley, Mr. Dorrell (reasons accepted by Council), and Dist. Cllr. Mr. Homer.
104.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests:</u> Nil declared.
105.	Dispensations: Nil.
106.	County Cllr. Mr. Holt report: a) Unemployment claimant count reduced by 65. b) Budget is being prepared - initial figures show that the Council Tax is likely to rise by 0.9% although the Government announced today to impose a levy on social care which is likely to alter this figure.
Public Question Time: Meeting suspended at 7.53pm, reconvening at 7.55pm. Notes appended to these minutes.	
107.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 09.11.16 were an accurate record, duly signed by the Chairman.
108.	Clerk's report: <u>New Homes Bonus</u> - £13,312 available. Village Hall application for purchase of chairs/storage trolley successful. <u>HV-534 Mill Path</u> , unofficial route along fisherman's gate/track from Anchor Lane to the old derelict Mill and Weir. Rights of Way reported that it has been locked for nearly a year mainly due to dogs fouling the area. Countryside Services do not get involved with access to private routes, only those which are recorded on the definitive map.
109.	Reports from representatives: a) <u>Precept and Budgeting Training session.</u> Members reported that the session was well attended. The Finance & General Purposes Group would be compiling a reserves policy. b) <u>Neighbourhood Plan Update:</u> Cllr. Mrs. Hall reported that a 'Call for Sites' has been issued to landowners in the village for land for small housing developments. Closing date: 14.01.16. The Housing Group are finalising their policies and will then consolidate them. The English Heritage Mapping toolkit is quite large, Officer has been asked for advice. c) <u>Wychavon CALC Area meeting.</u> Cllr. Mr. Colebrook reported that the Police and Crime Commissioner attended the meeting; his Plan for future objectives is in the latest newsletter where he clearly sets out his aims. One of his aims is to reform and modernise the IT facilities available to the Police Officers in the community. http://www.westmercia-pcc.gov.uk/
110.	Financial Matters: Resolved to approve payments receipts and balances to 01.12.16. Appendix 1.
111.	Planning: Correspondence received duly noted. a) W/16/3153701 Land to the East of, Evesham Road, Harvington. Confirmation received from the

Chairman initials.....

HARVINGTON PARISH COUNCIL

	<p>Planning Inspectorate that the appeal has been with withdrawn.</p> <p>b) W/16/02526/PN – Windmill Fishing Lakes, Harvington. Permission granted with 8 conditions/reasons.</p> <p>c) W/16/02253/PN – Coach & Horses, Station Road, Harvington. Permission granted with 9 conditions/reasons.</p>
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112.	Finance & General Purposes November meeting notes noted and the following considered:
112.1	<u>Village Green</u> : proposed by Cllr. Mr. Colebrook, seconded by Cllr. Mrs. Allison and resolved not to pursue the claiming of ownership of the Village Green following advice received from solicitors.
112.2	<u>Flood Warden</u> : a) Guideline protocol for the two Wardens approved. b) Resolved to purchase two hi-visibility jackets with Council logo to be printed on the front and the wording 'Flood Warden' on the reverse.
112.3	Resolved to co-opt Cllrs Mr. Davis and Mrs Hall onto the Finance & General Purposes Working Group for the meeting to be held on 21.12.16 at 4.45pm in the John Redman Room, Village Hall due to absence of remaining members.
112.4	It was agreed that the Finance & General Purposes Group arrange a meeting with owner to discuss the conifer trees adjacent to playing field.

113.	Harvington Parish matters for discussion/decision.
113.1	Chairman gave a brief history of the circumstances which led to a Tree Preservation Order lapsing, where at that point the owner of the land removed the trees from the Orchard at Bromley Close which is now in the revised Conservation area. It was agreed by all members, Cllr. Mr. Steventon abstained from the vote, to ask Cllr. Mr. Homer to inquire further as to why this was allowed to happen.
113.2	<u>Vehicle Activated Sign</u> : the rota for 2017 was agreed for the sign to be moved every two months as from January 2017. Sites are: Evesham/Alcester Road; Leys Road/Crest Hill; Village Street/Crest Hill and Leys Road/Village Street.
113.3	A request for a Defibrillator to be placed along Leys Road was considered. It was agreed for the Clerk to inquire and ask the owner of the Convenience Shop if he would be interested in having a defibrillator placed in a cabinet on the external wall of the Shop.
113.4	Grant application policy: it was agreed not to change the times of year when applications are submitted to Council.

114.	Future agenda items: To consider including within the Neighbourhood Plan areas that could be designated as 'Green' areas currently used by the community.
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Meeting closed at 9.10 pm.

Signed by Chairman: **Dated: January 11th 2017.**

Public Question time – 1 parishioner present.

Village Newsletter-query related to whether all households in Blakenhurst receiving a copy.

Correspondence circulated to members for information unless requested by member for agenda item.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.

Chairman initials.....

HARVINGTON PARISH COUNCIL

Neighbourhood Watch Live Feed updates circulated to members.
Wychavon Youth Bus – Newsletter.
Traveller and Travelling Showpeople Site Allocations Development Plan Document (DPD - The South Worcestershire Councils (Malvern Hills, Worcester and Wychavon) are preparing a Traveller and Travelling Showpeople Site Allocations Development Plan Document (DPD) that will identify land to meet the requirement to accommodate Travellers and Travelling Showpeople across south Worcestershire. As part of this process, the South Worcestershire Councils are undertaking a further ‘Call for Sites’ exercise which provides an opportunity for individuals, agents, landowners and developers to suggest sites that they consider might be suitable to allocate in the DPD. Further information about the Traveller and Travelling Showpeople Site Allocations DPD and an electronic copy of the Sites Submission Form are available on the following webpage - http://www.swdevelopmentplan.org/?page_id=13097. The deadline for suggesting potential sites is 9:00am on Monday 9th January 2017. Emailed to members 19.11.16.
Superfast broadband message for your parish - November 2016 circulated to members 16.11.16.
Stratford-on-Avon Community Infrastructure Levy (CIL) Responses to be received by 5:00pm Friday 9 December 2016. The District Council is undertaking a 4 week public consultation on the ‘Review of values and scenario testing’ report prepared by Peter Brett Associates. All responses to this consultation will be submitted to the Inspector. The Council will also have the opportunity to comment on the responses. Your representations can be submitted by downloading a form via the District Council’s website www.stratford.gov.uk/CILexam2016 and emailing it to planning.policy@stratford-dc.gov.uk . Alternatively, completed forms can be posted to: FREEPOST RSLH – ZYKJ – TYAZ, Stratford on Avon DC, PO BOX 5341, Stratford upon Avon, CV37 1LE or handed in at the District Council offices – Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX. Emailed to members 19.11.16.
Notification of SWDP-related Consultation Planning for Health in South Worcestershire Draft Supplementary Planning Document. A new eight-week consultation on a planning document supporting the South Worcestershire Development Plan (SWDP) will commence on Friday 2 December 2016. The consultation concludes at 5:00pm on 27 January 2017. The purpose of this draft SPD is to provide guidance when planning for and creating healthier developments, whilst providing communities and organisations with greater support to take positive action to improve their health and wellbeing and encourage more positive forms of participation in healthier environments. Comments can be made via the online consultation portal. Copies of the document, including response forms for alternative methods of responding, can be viewed online and downloaded via the following web address: http://www.swdevelopmentplan.org/?page_id=13121 Representations must be received by 5:00pm on 27 January 2017. Emailed to members 25.11.16.

Appendix 1.

Payments authorised for payment 14th December 2016.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-15	County Council Lengthsman.	539.50		
P16-83	Signs Jubilee Orchard		80.40	13.40
P16-84	PWLB		1585.84	N/A
P16-85	Admin salary		674.58	N/A
P16-86	Greenspace Warden		116.00	N/A
P16-87	Cllr. Training.		30.00	5.00
P16-88	Amenity cuts; Installation of planters.		1874.40	312.40
P16-89	Harvington Trust Insurance Orchard.		198.00	N/A
P16-90	WDC Annual Lease JO		100.00	N/A
P16-91	PL for flood alleviation.		27.50	N/A
TOTAL		539.50	4686.72	330.80

Chairman initials.....

HARVINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting held on Wednesday 11th January at 7.45 pm in Harvington Village Hall.

Present:	Cllrs. Mr. Steventon, Mr. Colebrook, Mr. Davies, Mrs. Allison, Mr. Swift, Mr. Dorrell, Mrs. White and Mrs. Hall. <u>In attendance:</u> Mrs. Holland (Clerk), County Cllr. Mr. Holt and District Cllr. Mr. Homer.
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115.	Election of Chairman: Following the resignation of Cllr. Mr. Steventon as Chairman it was proposed by Cllr. Mrs. Hall, seconded by Cllr. Mrs. Allison and resolved that Cllr. Mr. Colebrook be elected as Chairman. Cllr. Mr. Steventon would act as Vice-Chairman. Cllr. Mr. Colebrook signed the Declaration of Acceptance of Office.
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116.	Apologies: Cllr. Mr. Langley (reasons accepted by Council) and Sue Hurst (Village News Editor).
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117.	Register of Interests: Councillors reminded of the need to update their register of interests. a) <u>Disclosable Pecuniary Interests:</u> Nil declared. b) <u>Other Disclosable Interests:</u> Nil declared.
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118.	Dispensations: Nil.
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119.	Reports received: <u>County Cllr. Mr. Holt:</u> a) Unemployment claimant count reduced by 65. b) <u>Budget proposal</u> - initial figures show that the Council Tax is likely to rise by 2.9% this includes the Government levy on social care. There is also a proposal to consider a budget of £1million to improve pavements and a further £5 million to improve traffic congestion in the County. It was asked if there was a date when Brookdale/Blakenhurst road surface would be carried out. Mr. Holt confirmed that no date had been set but he would inquire again. <u>District Cllr. Mr. Homer:</u> c) Wychavon District Council considering budget proposals at a meeting tonight. d) Clerk to forward emails to Mr. Homer regarding the Orchard, Bromley Close and problem with removal of litter along the Leys Road ditches. No Police report received.
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Public Question Time: Nil.

120.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 14.12.16 were an accurate record, duly signed by the Chairman.
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121.	Clerk's report: <u>New Homes Bonus</u> - £8516 available. Following recent Government statement the New Homes Bonus package will be subject to alterations. <u>Vehicle Activated Signage</u> – the unit facing the Alcester Road direction is again not working. Contractor to be contacted for a replacement unit. <u>Signatory</u> – letter received from the Bank confirming that Cllr. Mrs. Allison has been added as a signatory to the accounts.
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122.	Neighbourhood Plan.
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122.1	To consider including areas that could be designated as 'Green' currently used by the community. Item deferred until discussed with Neighbourhood Plan Steering Group.
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122.2	It was agreed to request £5,000 from Wychavon District Council which they received from the Department for Communities and Local Government on the designation of the Harvington
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Chairman initials.....

HARVINGTON PARISH COUNCIL

	Neighbourhood area.
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123.	Financial Matters.
123.1	Finance & General Purposes January meeting notes circulated and the following considered: a) Resolved to adopt of a Balances and Reserves Policy. (Proposed: MS. Seconded: JW.) b) Resolved that the budget to form the precept requirement for 2017-18 would be £40,000.
123.2	Resolved to approve payments as listed on schedule, receipts and balances agreed to 14.12.16. (Appendix 1)

124.	Planning.
124.1	It was agreed not to comment on the following consultation documents: a) Public consultation of the Warwickshire Minerals Plan 2017-2032. b) Worcestershire Minerals Local Plan 3 rd stage consultation including third call for sites – consultation on draft proposals, policies and submitted sites for mineral extraction in Worcestershire.
124.2	Correspondence received from the planning authority duly noted: a) W/16/ 02517/PP - The Shambles, 5 Manor Park, Harvington. Permission granted.

125.	Annual Parish meeting to be held on Wednesday 24 th May 2017. The format of the meeting to be discussed at the February meeting. Later date of Annual Parish Council meeting duly noted.
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126.	Future agenda items: a) Pact meeting report. b) Litter in Leys Road ditches. c) Maintenance of playing field ground. d) Format for Annual Parish Meeting.
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Meeting closed at 8.40 pm.

Signed by the Chairman:**Dated: February 8th 2017.**

Urgent decisions that required an urgent response were considered:

- a) Asset of Community Value Nomination – Coach & Horses, Station Road, Harvington. Letter received from Wychavon District Council from Solicitors of owners of the land telling them of intent to sell the land now permission has been granted. (W/16/02553/PN). This has triggered the period in which potential bidders are given to register their intent to be treated as a potential bidder. The Council has until the 26th January 2017 in which to register. It was agreed that the Council do not wish to register any intent to bid for this piece of land.
- b) Village Hall Committee - Members agreed to place an order for the Village Hall Chairs and trolleys as they had received the funding.
- c) Planters for the Village Hall – Cllrs. Mr. Colebrook and Mrs. White to visit garden centres to look at planters for the Brownies to use.

Correspondence circulated to members for information unless requested by member for agenda item.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Neighbourhood Watch Live Feed updates circulated to members.
Wychavon District Council: Council tax referendum principles for 2017-18: Following the increase in the average band D council tax level of 6.1% set by parishes in 2016-17, the recent technical consultation proposed an extension of referendum principles to larger, higher-spending town and parish councils. The Government

Chairman initials.....

HARVINGTON PARISH COUNCIL

has decided to defer the setting of referendum principles but has issued a challenge to town and parish councils to demonstrate restraint when increasing precepts that are not a direct result of taking on additional responsibilities.

New Homes Bonus: In December, the Secretary of State for Communities and Local Government made some announcements about New Homes Bonus in his statement to parliament on the provisional local government finance settlement for 2017/18. These included confirmation that the Government will implement its preferred option of reducing the number of years for which New Homes Bonus payments are made from six years to five years in 2017/18, and from six years to four years from 2018/19. This will affect how much Years 2 to 5 New Homes Bonus that WDC will receive and therefore, the amount we are able to pass on to you. This means that parishes and towns with Years 2 to 5 allocations will not get the final year of payments for Years 2 and 3 and the final two years of payments for Years 4 and 5. These changes do not affect any New Homes Bonus that you currently have available to draw down, but they will affect your balance for future years.

WDC have some work to do to recalculate what this means in monetary terms for each parish and town in Wychavon before we publish the updated the figures on our website. We'll do this in the next week or so and will let you know when the updated figures are available. In the coming months we will start to look at options for spending Year 6 and Year 7 New Homes Bonus* and will develop a new New Homes Bonus Protocol, which we will let you know about in due course. *Year 6 is for homes completed and occupied between October 2014 and October 2015. Year 7 is for homes completed and occupied between October 2015 and 2016.

Circulated to members by email 04.01.17.

Appendix 1.

Payments authorised for payment 11th January 2017.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
P16-92	Admin salary		675.49	N/A
P16-93	Greenspace Warden		87.00	N/A
P16-94	Printing Village News.		99.75	1.80
P16-95	Parish Lengthsman (November)		156.00	N/A
P16-96	Parish Lengthsman(December)		234.00	N/A
P16-96	PL flood alleviation maintenance (Dec)		13.00	N/A
TOTAL		0.00	1265.24	1.80

Account summary.

Harvington Parish Council 2016-17 - January 17 meeting.				
Accounts 2016/17	Budget 2016/17	Receipts/ Payments	Under/Over Spend	% Spent
Precepts		40000.00		
Lengthsman - Worcs CC	1842.00	1161.28		
PP3 - Worcs CC		150.71		
WCC Amenity		674.00		
Grants - NHB		4845.00		
WDC - Flood Allev 2		1500.00		
VAT - Recoverable		3021.03		
Other Receipts		415.50		
Total		51767.52		
Mowing - Parish Amenity	5800.00	4434.00	1366.00	76%
Street Lighting	2513.00	0.00	2513.00	0%
Warden	2500.00	698.00	1802.00	28%

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Lengthsman (PC Contribution)	1500.00	0.00	1500.00	0%
Maintenance	500.00	0.00	500.00	0%
Village News	1100.00	1097.25	2.75	100%
Parish Paths (PP3)	150.00	150.71	-0.71	100%
Grants	10000.00	3214.40	6785.60	32%
Donations	320.00	319.29	0.71	100%
RRR	520.00	517.06	2.94	99%
Salaries	7500.00	5549.22	1950.78	74%
Training	200.00	50.00	150.00	25%
Village Hall - Insurance	750.00	785.38	-35.38	105%
Insurance	1000.00	832.62	1000.00	83%
Subscriptions	720.00	740.63	-20.63	103%
Admin	700.00	657.18	42.82	94%
Audit Fees	500.00	395.00	105.00	79%
Chairmans Allowance	100.00	0.00	100.00	0%
Loan Repayments	3172.00	3171.68	0.32	100%
Contingency	5300.00	0.00	5300.00	0%
Jubilee Orchard	550.00	550.12	-0.12	100%
Playing Field	1500.00	979.07	520.93	65%
Neighbourhood Plan	5000.00	1031.48	3968.52	21%
Replacement NB	1000.00	725.00	275.00	73%
SUBTOTAL	52895.00	25898.09		
WCC PL	1842.00	1097.50	744.50	60%
NHBS - Orchard+other grants	1508.50	0.00	1508.50	0%
NHBS - Defib	33.50	33.50	0.00	100%
NHBS (PF) 1	105.75	105.75	0.00	100%
NHBS (PF) 2	4845.00	4805.00	40.00	99%
WDC (Fl.Allev.grant phase 1)	1380.00	0.00	1380.00	0%
WDC (Fl Allev grant phase 2)	1500.00	119.00	1381.00	8%
VAT		2534.86	4309.50	
TOTAL	64109.75	34593.70		

Treasurers Account.

B/F 01.04.16	37771.60	
Income received	51767.52	
Minus expenditure	-34593.70	
Transfer to bus. AC	-25000.00	
Total	29945.42	

Bank statement 01.12.16	34709.78	
minus payments 15-16	-93.00	RD
minus unrepresented payments	-4671.36	
Total	29945.42	

Less grant allocations

-1508.50	NHBS JO/PC/STW
-40.00	NHB PF2

Chairman initials.....

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	-1380.00	Fl. Allev. Grant 1
	-1381.00	Fl. Allev Grant 2
Remaining	25635.92	

Bus. Instant Access	69289.69	
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BANK RECONCLIATION - NO STATEMENT REC'D SINCE LAST MEETING.

Bank statement to 01.12.16	34709.78
Bus Inst A/C 30.11.16	69292.54
cheques paid uncleared 15-16:	-93.00
cheques paid uncleared:	-4671.36

Opening Balance.	82049.04
receipts for period 01.04.16 - 30.11.16	51767.52
interest on Deposit a/c to 30.11.16	15.10
payments for period 01.04.16 - 30.11.16	-34593.70
balance per cash book at 30.11.16	99237.96

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council meeting held on Wednesday 8th February at 7.45 pm
in Harvington Village Hall.**

Present: Cllrs. Mr. Colebrook (Chairman), Mr. Steventon, Mr. Davies, Mrs. Allison, Mr. Swift, Mr. Dorrell, Mrs. White, Mr. Langley and Mrs. Hall. In attendance: Mrs. Holland (Clerk), County Cllr. Mr. Holt, Cllr. Anthony Hopkins, District Cllr. Mr. Homer, PCSO Simon Hall, Paresh Laxhman and colleague (RHA) and 7 parishioners.

127. Apologies: Nil received.

128. Register of Interests: Councillors reminded of the need to update their register of interests.
a) Disclosable Pecuniary Interests: Nil declared.
b) Other Disclosable Interests: Nil declared.

129. Dispensations: Nil.

130. Mr. Laxhman gave a short presentation from Rooftop Housing Association on a proposal for suitable accommodation for a range of people, in particular the elderly and young first time buyers from the village. The idea is to build 20 homes, subject to local needs, at the bottom of Crest Hill on sloping land adjacent to Oak Tree Farm. The idea is at a very early stage and no planning application has yet been submitted. Several questions were asked including the site suitability for people with mobility issues and access to village facilities. The area of land is outside the village boundary. Parish Councillors pointed out that the Crest Hill location has been recently rejected for large scale housing.

Public Question time: meeting suspended at 7.55pm reconvening at 8.40pm. Notes appended to these minutes.

131. Reports received:
County Cllr. Mr. Holt:
a) Unemployment claimant count reduced by 65.
b) Budget proposal - initial figures show that the Council Tax is likely to rise by 2.9% this includes the Government levy on social care. There is also a proposal to consider a budget of £1million to improve pavements and a further £5 million to improve traffic congestion in the County.
c) It was asked if there was a date when Brookdale/Blakenhurst road surface would be carried out. Mr. Holt confirmed that no date had been set but he would inquire again.
d) As Mr. Holt is retiring from his post in May this year he introduced Cllr. Mr. Anthony Hopkins who will be the Conservative candidate for the next elections in May.
District Cllr. Mr. Homer:
e) Wychavon District Council considering budget proposals at the end of February.
f) Wychavon District Council Officer has reported that when a provisional Tree Preservation Order is served a copy is sent to the parish council and should that order be confirmed/made permanent then a copy of the confirmation would again be sent to the Council. It is not their normal practice to inform anyone other than the land owner that a provisional TPO has lapsed and not been confirmed. Cllr. Mr. Homer suggested that some of the New Homes Bonus money could be used to replenish the removed trees in the Orchard if another developer came in.
g) Maintenance of the flood alleviation ditches is ongoing.
PCSO Simon Hall – in regard to items raised at public question time the problem is exactly the same in a large number of villages in the area. If the Police see an owner allowing a dog to foul they will ask the person to pick it up. Fouling in a plastic bag can be placed in a litter bin. It is illegal for a dog owner to go out of their home with a dog if they are not carrying poo bags. They are aware of all the problems happening. The Safer Neighbourhood Team monitors the playing field area to try and

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	combat the antisocial behaviour taking place there. No phone calls of anti social behaviour have been received by the Team so they are under the impression that everything is ok. It is most important to phone 101 if you notice something.
132.	Minutes: it was resolved that the minutes of the of the Ordinary Parish Council meeting held on 11.01.17 were an accurate record, duly signed by the Chairman.
133.	<p>Clerk's report:</p> <p><u>New Homes Bonus</u> - £8516 available.</p> <p><u>FP 524</u> – stile has been replaced with a gate.</p> <p><u>Planters Village Hall</u> – purchased from Golls three planters with compost/grit.</p> <p><u>High Vis vests</u> – purchase cancelled. Cllr. Mr. Colebrook has two available for the Flood Wardens.</p> <p><u>Cllr training session:</u> Preparing for Audit on March 6th 2017, 7pm- 9pm at County Hall.</p> <p><u>Ellenden Farm Run:</u> to take place on February 26th 2017.</p> <p><u>Harvington C of E School:</u> The Parish Council would like to extend their warmest congratulations to the Headteacher, all the staff, pupils and parents following the recent Ofsted Inspection of Harvington C of E First School. The Ofsted Inspection team found the school to be outstanding in all five areas of practice. This is a remarkable achievement which everyone should be proud of.</p> <p><u>Playing field maintenance:</u> Sward and Soil survey to be carried out.</p>
134.	Financial Matters. Resolved to approve payments as listed on schedule, receipts and balances agreed to 30.12.16.
135.	<p>Planning: It was agreed to comment on the following proposal: W/17/00074/FUL – The Conifers, Crest Hill.</p> <p>Proposal: New vehicular access.</p> <p>Comments: Existing Plan 1: 100 drawing is inaccurate as it does not show the new junction on the opposite of the carriageway in regards to the proposed new development. The vehicular access proposed will add to congestion already existing on this section of the carriageway.</p>
136.	Reports from representatives.
136.1	<u>PACT meeting.</u> Full report available from the Clerk. Cllr. Mr. Davies explained the PACT area is looking to see what is being done in regard to speeding traffic.
136.2	<u>Neighbourhood Plan.</u> Mr. Haynes reported that the call for sites has been completed. Possible proposal sites to come to the Council meeting in March. First draft Plan to be put out to Steering Group this weekend with a view to a professional planner to look at and give ideas of improvement.
136.3	<u>Harvington Trust:</u> A small team was at the Orchard last week preparing the ground to replace a few trees which had died; the replacements are being provided by Bob Bird free of charge. In the basin nearest the Lenches there was a lot of water, the outlet was clear but putting the warning signs there was a good idea. Small amount of fly tipping by the car park. The pathways which the Council has regularly mowed are regularly walked without getting very muddy so generally draining well. No dog fouling noted.
137.	Play equipment: quotes received considered for Annual Play Inspection for the Jubilee Orchard and Play area. Resolved to accept The Play Inspection Company quote of £130 for both sites exc of VAT.
138.	<p>Finance & General Purposes notes received and the following considered:</p> <p>a) <u>Renewal of the following contracts were agreed/adopted:</u></p> <ul style="list-style-type: none"> • Parish Lengthsman • Internal Auditor

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	<ul style="list-style-type: none"> • Amenity rolling contract – it was agreed to remove kerb and footway spraying to pass this work onto the Lengthsman along with the annual clearance to the outfall surcharge chamber b) <u>Internal review</u> of effectiveness 2017-18. Resolved to adopt. c) <u>Adoption of Records/Data policy</u>. Resolved to adopt.
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139.	<p>Correspondence received considered:</p> <p>a) Fouling of footpaths. It was agreed that Cllrs. Mr. Colebrook and Mr. Langley look into the problem and come back to the Council with a report.</p> <p>b) Invitation for members to attend Harvington Youth Project AGM on Monday 20th February 2017 at 7.30pm, Harvington Baptist Church. Cllr. Mrs. Allison to attend.</p>
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140.	<p>Annual Parish meeting to be held on Wednesday 24th May 2017 at 7.30pm in the Village Hall. It was agreed to ask St Richard's Hospice Engagement Officer , Chris Haynes, Neighbourhood Plan, Tree Warden, Public Paths Warden and those organisations that have received grants during the year to give a small presentation. All other organisations in the Village would be invited to attend and submit a written report if they wished to.</p>
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141.	Future agenda items: Nil.
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142.	<p>Resolved to exclude the public and press in the public interest for consideration of the following items: Clerk temporary contract. It was agreed to contract Gill Lungley for a period of six weeks to cover the present Clerk's absence. Hourly rate and mileage allowance agreed.</p>
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	Meeting closed at 9.50 pm.
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Signed by the Chairman:Dated: March 8th 2017.

Correspondence circulated to members for information unless requested by member for agenda item.	
Weekly CALC updates provided via email to all members.	
Weekly Worcestershire Roadwork Report via email to all members.	
Neighbourhood Watch Live Feed updates circulated to members.	
Worcestershire County Council Local Transport Plan is available on line and is open to consultation until 17th MARCH, 2017. All details can be found : www.worcestershire.gov.uk/LTP	

Public Question Time – 7 parishioners in attendance.

Complaints received in regard to dog fouling, litter, anti social behaviour, broken glass bottles and other items frequently found on the playing field.

Appendix 1 - Payments authorised for payment 8th February 2017.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
R16-17	WDC – NHB Chairs/Trolley VH	4796.00		N/A
P16- 97	Sandler Seating Ltd for equipment VH		2877.60	N/A
P16- 98	Admin salary		662.06	N/A
P16-99	Greenspace Warden –replacement cheques		306.00	N/A
P16-100	Greenspace Warden – Maintenance to Orchard and PF		93.84	N/A
P16-101	Worcestershire CALC training.		60.00	10.00
P16-102	Hedge cutting playing field.		156.00	26.00
P16-103	Purchase if planters/compost.		81.93	16.39
P16-104	Chairman's allowance		100.00	N/A
TOTAL		4796.00	4337.43	52.39

NB: Cheque numbers 2007, 2011, 2025 and 2038 cancelled.

Chairman initials.....

HARVINGTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council meeting held on Wednesday 8th March at 7.45 pm
in Harvington Village Hall.**

Present: Cllrs. Mr. Colebrook (Chairman), Mr. Steventon, Mr. Davies, Mrs. Allison, Mr. Swift, Mr. Dorrell, Mrs. White, Mr. Langley and Mrs. Hall. In attendance: Mrs. Holland (Clerk) and 4 parishioners.

143. Apologies: County Cllr. Mr. Holt and District Cllr. Mr. Homer.

144. Register of Interests: Councillors reminded of the need to update their register of interests.
a) Disclosable Pecuniary Interests: Cllr. Mr. Steventon declared a DPI in relation to item 151.1 and left the Hall whilst this was discussed as he lives adjacent to the development site.
b) Other Disclosable Interests: Nil declared.

145. Dispensations: Nil.

Public Question time: meeting suspended at 7.50pm reconvening at 8.00pm. Notes appended to these minutes.

146. No reports received from County, Dist. Cllr. or Police.

147. Minutes: it was **resolved** that the minutes of the of the Ordinary Parish Council meeting held on 08.02.17 were an accurate record, duly signed by the Chairman.

148. Clerk's report:
New Homes Bonus - £8516 available.
Pedestrian Gate access to FP 507 – repairs required reported to Countryside services and landlords contractor.
Carriageway works to Blakenhurst and Brookdale due to commence approximately 23rd May. Grange Lane repairs to be done late May/June. Repairs to Village Street have been reported to the Hub by a resident and again have been added to the list of work.
Tree Evesham Road – fallen down during storm Doris, Tree Warden aware and dealing with debris. Tree also fallen in Orchard Place, Clerk to discuss with the Tree Warden.
Mandeville Cottages – inquiry from Worcester Journal into the maintenance of the Bund area outside Mandeville Cottages. Clerk to write to Officer and ask for information.
CALC Spring training – timetable of events circulated to members.
Playing Field trees – meeting to take place Thursday 9th March, 11 am at the Playing Field, with owners of the trees concerned.
Playing Field refurbishment - shelter has been washed and due to be painted in the next few weeks dependant on weather.
PPP3 - Footpaths 522,515 and 529 are due to be strimmed before the end of March 17.

149. Report on Litter and Dog Fouling in the Village following concerns raised at the last meeting. Prior to discussion of the report Cllr. Mr. Steventon raised concerns over validity of meeting with resident and subject matter reported on Facebook. Following discussion on the report findings and members visiting areas of the Village the consensus of members agreed that there is very little evidence that there is a problem of litter and dog fouling. The Council agreed to the following measures:
1) Support for a bin on the playing field area. Quotes for an anti-vandal/fire bin to be obtained to take into account cost of emptying/cleaning the bin.
2) Quotes for larger bin at Shop, Leys Road.
3) Obtain quotes for purchasing labels stating that dog fouling can be placed in a litter bin as long as

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	<p>bagged.</p> <p>4) Publicity information from Wychavon District Council in regard to 'Keep Britain Tidy Campaign'. It was agreed to review the inspection in six months time and if still a problem to discuss Councillors adopting an area to monitor.</p> <p>5) Litter Pick to be advertised in the Village News for organisations to come forward to carry out the exercise and receive a grant from the Parish Council.</p>
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150.	Financial Matters.
150.1	<p>Resolved to transfer from contingency funds to the following budget headings:</p> <p>a) Village News £200</p> <p>b) Jubilee Orchard £150</p> <p>c) Administration £200</p>
150.2	Resolved to refund Rous Lench and Abbots Morton Parish Councils for depreciation value of laptop.
150.3	Resolved to approve payments as listed on schedule, receipts and balances agreed to 03.02.17.

151.	Planning.
151.1	<p>It was agreed to comment on the following proposal:</p> <p>a) W/17/00097/FUL – Land East of Bromley Close, Crest Hill.</p> <p>Proposal: Resubmission of approved scheme for 9 dwellings for revised section 106.</p> <p>Comment: The Parish Council supports Wychavon District Council Engineer's comments regarding management of the future maintenance of the storm water attenuation structures. The Parish Council also has a further concern over the drainage proposals, in regard to the perforated pipe line on the edge of the Bank. There could be problems, over time, from subsurface-percolation discharge through the bank-side, which would affect properties located on Anchor Lane, below the cliff face.</p>
151.2	<p>Planning delegation comments in relation to the following application noted:</p> <p>a) W/17/00132/RM - Land rear of Sefton, Station Road, Harvington.</p> <p>Proposal: Erection of 3 dwellings- application seeking approval of reserved matters following granting of outline planning permission W/15/00438/OU. (MS/JC/MH).</p> <p>Comments submitted: The Parish Council is pleased to note that the plans show confirmation of the retention of the Copper Beech Tree at Station Road.</p>

152.	Reports from representatives.
152.1	<u>Wychavon Area CALC Meeting:</u> the main subject of the meeting was a presentation in regard to the future of the Worcestershire NHS Trust which is discussed later.
152.2	<u>Neighbourhood Plan:</u> Chris Haynes, Chairman of the Steering Group reported that the Plan is progressing. The Village Newsletter will have a piece on asking residents to nominate areas of local green spaces that are deemed important to the Village. A meeting is to be arranged with District Council Officers to look through the documents. There are six teas of volunteers looking at the Village recording views, green spaces and taking photographs of street scenes. It is hoped to bring the documents to the Council's May meeting for consideration.
152.3	<u>Harvington Youth Group AGM:</u> Cllr. Mrs. Allison reported that it was a very interesting AGM and it was very encouraging to see the numbers of youth involved.

153.	Correspondence received considered:
	<p>a) <u>Email from the Chair</u> of Crophorne Parish Council to establish interest in forming a Chairman's Group from Parish Councils in the Wychavon District. CALC is responding to this request on behalf of the Wychavon Parish Councils.</p> <p>b) <u>Street Name</u> for the development at Land Rear of Sefton, Station Road, Harvington considered. It was agreed to submit the following suggestions:</p> <p><u>1st choice:</u> Copper Beech Close (reason Copper Beech tree retained on the site)</p>

HARVINGTON PARISH COUNCIL

	<p><u>2nd choice:</u> Robbins Lane (reason name of owner of land)</p> <p><u>3rd choice:</u> Preedy Close (reason old Preedy window in the local Church).</p>
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154.	<p>Finance & General Purposes February notes received and the following considered:</p> <p><u>Play area:</u></p> <p>a) Estimate cost for the Warden to repair the Bench for £30 agreed.</p> <p>b) Estimate cost to replace log back to original position for £100 agreed.</p> <p>c) Following receipt of information on ground restoration to the playing field it was agreed not to carry out this work.</p> <p>d) Replacement of tiles to bus shelter - Parish Lenthsmen will carry out the repairs.</p> <p>e) Resolved to re-new the Greenspace Warden contract for 2017-18.</p> <p><u>Jubilee Orchard:</u> placing flotation device by the ponds. Agreed not to place devices following advice received from the Insurance Company and Drainage Officer at the District Council that present signs were adequate notice.</p>
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155.	<p>To consider commenting on the following consultations:</p> <p>Cllr. Mrs. Hall first commented on presentation given at the Wychavon CALC meeting:</p> <p>Worcestershire Hospitals are proposing centralised services; full details of the proposals can be viewed at www.worcsfuturehospitals.co.uk. Most emergency /acute work would be carried out at Worcester Royal with more planned surgery at the Alexandra Hospital.</p> <p>b) Herefordshire and Worcestershire Sustainability and Transformation Plan www.yourconversationhw.nhs.uk This plan was launched on 22nd November 2016 with the main vision of 'joined up care underpinned by specialist expertise and delivered in the best place by the most appropriate people'.</p> <p>c) Closure of beds in community hospitals - it was confirmed by the presenter at the CALC meeting that community beds would be retained. However, concerned was raised that if Evesham was to receive stroke patients from all over the County this would reduce the number of beds available to other patients using the Evesham Hospital.</p> <p>It was agreed by all Councillors that it was very important that the questionnaire should be filled out by all Harvingtonians to have their say in the future of their local services.</p>
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156.	<p>Items for the May issue Village News: Annual Parish Meeting to include presentation from St. Richards Hospice, Neighbourhood Plan and organisations in the Village.</p>
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157.	<p>Future agenda items: requested for a future meeting, not the May meeting a Christmas Tree in the Village and local green areas that have no ownership known.</p>
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158.	<p>Resolved to exclude the public and press in the public interest for consideration of the following items:</p> <p>a) Clerk temporary contract agreed.</p> <p>b) Flood Alleviation scheme - monitoring equipment to record weather to be placed in Harvington.</p>
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<p>Meeting closed at 9.55 pm.</p>
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Signed by the Chairman: Dated: May 17th 2017.

Chairman initials.....

HARVINGTON PARISH COUNCIL

Public Question Time – 4 parishioners in attendance.

Resident stated that he has walked the Village frequently and feels that the problem of dog waste and litter is not such a problem as first thought.

Orchard Close green area - tree has fallen along with debris. Clerk to look into.

Correspondence circulated to members for information unless requested by member for agenda item.
Weekly CALC updates provided via email to all members.
Weekly Worcestershire Roadwork Report via email to all members.
Neighbourhood Watch Live Feed updates circulated to members.
Worcestershire County Council Local Transport Plan is available on line and is open to consultation until 17th MARCH, 2017. All details can be found : www.worcestershire.gov.uk/LTP
NHB -Click here: < https://swict.malvern hills.gov.uk/sw2nhbparishdatawdc/wdc_parishlookup.jsp > to view the figures for your parish. Remaining balance for future years has reduced as follows: Years 2 and 3 - reduction in annual payments from six to five years; Years 4 and 5 - reductions in annual payments from six to four years. The next tranche of any Years 3 to 5 New Homes Bonus due will be available to draw down after 1 April 2017. Emailed to members: 14.02.17
SWDP: Three new six-week consultations on planning documents supporting the South Worcestershire Development Plan (SWDP) will open on 13 February 2017, these are: South Worcestershire Residential Design Guide SPD South Worcestershire Water Management and Flooding SPD Renewable and Low Carbon Energy SPD Further information on the three SPD consultations, including background papers and Response Forms, are available on the SWDP website at www.swdevelopmentplan.org . The consultations conclude at 5.00pm on Monday 27 March 2017. Emailed to members: 14.02.17.
Community Infrastructure Levy Charging Schedule – Consultation on Revisions to the Regulation 123 List post Examination: On the 27 January 2017 the South Worcestershire Councils (SWC) received the final report into the Community Infrastructure Levy (CIL) Charging Schedule from examiner of The Planning Inspectorate. In reaching that conclusion the examiner has made a number of recommendations. The modifications are set out in Appendix A of the examiner’s CIL Report, which is available to view online at the following address: http://www.swdevelopmentplan.org/?page_id=12967 Comments on the revised Regulation 123 List commences on 13 February 2017 and concludes at 5:00pm on 27 March 2017. Emailed to members: 14.04.17.

Appendix 1.

Payments authorised for payment 8th March 2017.

V No.	REASON	INCOME	TOTAL AMOUNT	VAT
P16- 105	Admin salary		656.68	N/A
P16-106	Maintenance work Lengthsman		429.00	N/A
P16-107	Greenspace Warden – Maintenance work.		1285.00	N/A
P16-108	Installation of goal socket posts		153.60	25.60
P16-109	Rous Lench PC - laptop.		62.55	0.00
P16-110	Abbots Morton PC - laptop.		62.55	0.00
P16-111	Sandler Seating Ltd for equipment VH		2877.60	959.20
TOTAL		0.00	5526.98	984.80

Chairman initials.....

HARVINGTON PARISH COUNCIL

Chairman initials.....