

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

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Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00pm on Monday 19th March 2018 at Committee Room Salwarpe Village Hall

PRESENT: Cllr. B. Meddings (Deputy Chair Presiding). Cllr. M. Armitage. Cllr. J. Clarke Cllr..A. Thawley,
Cllr. C. Hughes, Cllr. A. Phillips Cllr D. Luscombe

IN ATTENDANCE E. Gallagher (Clerk)
Dist. Cllr T. Miller
Dist. Cllr L. Duffy

No	Minute	Action
1.	<p>Apologies Apologies had been received from: Cllr. P. Oakley (Chairman), Cllr A. Thomas, Cllr. J. Brodrick and Cllr. J. Hill</p> <p>The Presiding Chairman/Deputy Chair put a motion to approve the continuing absence of the elected Chairman, Cllr. P. Oakley. This was seconded by Cllr. A. Thawley and passed unanimously.</p>	
2.	<p>Declarations of Interest/Code of Conduct & Standing Orders</p> <p>To declare any interest Cllr. Hughes non-pecuniary interest in item 10 (e) Organiser of charity event</p> <p>To declare any Dispensations None declared.</p> <p>To note the Code of Conduct and requirements of the Transparency Regulations Noted.</p> <p>To note the Right to Record meetings: Refer to Notice displayed on meeting table. Noted.</p> <p>To confirm any necessary update to the Register of Interests Noted.</p>	
3.	<p>Minutes</p> <p>The draft Minutes of the Parish Council Meeting held on 15th January 2018 were approved and signed as being a correct record.</p>	
4.	<p>Clerk - Progress Reports on actions from minutes of 15th January 2018</p> <p>Councillors requested an update on the following items from the previous Minutes.</p> <p>a) Martin Hussingtree Junction/Pulley Lane Schemes Martin Hussingtree Morgan Sindell had confirmed that they would commence the repair work from Swan Inn to Ash Lane as soon as weather conditions allowed. M&J Evans had completed their reparation works.</p> <p>Sensors in the MOVA system needed to be repositioned and bollards installed. The traffic lights sited in the central reservation were not linked to the MOVA system and County Highways were aware of issues caused by operational problems. A patch repair to the road surface had been unsuccessful and the contractor would need to be recalled to rectify. Gerry</p>	

	<p>Brianza, County Council Highways Liaison Engineer, was also monitoring the situation. Councillor Miller agreed to keep the Parish Council informed of all developments.</p> <p>Pulley Lane County Councillor Miller had spoken with County Highways regarding the chaotic effect on traffic flow caused by the closure of Pulley Lane. It had been reported that a complete rather than partial closure had been affected and that the contractors on site were generally non-co-operative when asked for assistance. There had been no reported improvement. The County Councillor reported that the County Council would be initiating High Court action against Persimmon Homes for non-compliance with planning conditions.</p> <p>b) Microlite Flights The Deputy Chair asked that all Councillors to continue to report all incidents. To date only one flight had been reported.</p> <p>c) The Canal & River Trust The Parish Council had been approached by the Canal & River Trust and the Chairman had met with Nick Worthington (Waterways Manager) and his colleagues on 15th August 2017. A joint funding operation with the Parish Council was discussed for improvement to the towpath and a permanent mooring station near Salwarpe Bridge. The Chairman was awaiting further follow up information from the Canal & River Trust. Previously an approach had been made by the Droitwich Pamela May Trust regarding improvement work and discussions had taken place as to whether the Droitwich Trust could also become involved in a multi-funded party venture. It was decided that this project might be suitable for consideration for an application for a New Homes Bonus grant.</p> <p>The Clerk had contacted the Canal & River Trust to discuss whether their volunteers could be drafted to undertake towpath maintenance and enhancement work. Some areas were considered potentially hazardous to the public. Funding this improvement work was considered to be a problem for the Trust and the Parish Council was asked whether would consider assisting with the financial element of this task.</p> <p>d) Drury Lane Hatchery Reparation work had been carried out by the owner's contractors on the loose roofing panels which had been causing concern. The area had also been fenced to prevent unintentional trespass. A resident notification had since been received reporting continuing noise from panels banging in the wind and also expressing concern regarding rodent infestation. The Clerk agreed to contact the owner to discuss.</p> <p>e) Notice Boards The District Councillor agreed to bring, to the next Parish Council meeting, a sample pickled wood notice board manufactured by a local supplier for consideration for replacement of existing notice boards which were in a poor condition.</p> <p>The council had previously discussed and decided to purchase boards from Greenbarnes Ltd and it was agreed that an order should be placed immediately for one of these boards with the potential for future orders.</p> <p>f) Defibrillator Training The Clerk had sent potential training dates to all volunteers and it was expected that training would take place on a Friday evening between 13th and 27th April.</p> <p>g) Court Farm (Planning Application (17/02458RM)) Concern was expressed over the dangerous blind spot opposite the Police Drive caused by insufficient visibility splay at the corner of the Court Farmhouse outbuildings. The property redevelopment plans did not include the redesign of any structures/layout in order to improve road safety. As the application was still within its consultation period the District Councillor had contacted the relevant Planning Officer and there were no immediate plans to modify this corner. It was agreed that this item should be put on the May agenda for discussion.</p> <p>h) Offerton Lane Illegal Layby Parking/Obstruction – Residential Caravan</p>	<p>Pending</p> <p>Clerk</p> <p>District Councillor Miller</p> <p>Presiding Chairman/Clerk</p> <p>Clerk</p>
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	<p>A response had been received from Gareth Jones, County Highways regarding the occupancy of the caravan. The content of this response was reported to the District and County Councillors who agreed to investigate the situation</p> <p>j) Pear Tree Inn – Listing Status It was confirmed that no part of this building had listed status.</p> <p>k) A38 Layby Trading Application A pending street trader application was expected to be heard by the Committee on 28th March 2018</p> <p>l) CIL Levy Middleton Cottages A £47,000 CIL levy in lieu of the provision of affordable housing which had been applied as a pre-commencement planning condition had not yet been paid by the developer. The developer was appealing payment on the basis of conflicting application dates. The matter had been referred to the Council’s Legal Team.</p> <p>m) Sling Lane Ian Dennis (Place Partnership) had reported drainage issues and flooded ditches which would need to be dealt with prior to any repair work to the Lane. County Councillor Miller agreed to speak with Ian Dennis to discuss historic drainage issues and potential solutions.</p> <p>n) Junction 6 Roundabout – Proposed Upgrade Worcestershire County Council had been informed of the lack of consultation relating to the proposed upgrade at the junction 6 roundabout. Pedestrian access had not been considered in the plan and drainage had not been upgraded. Highways England would be funding the upgrade. The County Councillor would be attending a Scrutiny Committee meeting on the 26th March 2018 to discuss and would feedback all relevant information to the Parish Council.</p> <p>o) Historic Plaques The proposal to site plaques in the three parishes detailing their history would be in abeyance to be discusses at a future date.</p> <p>p) Memorial Land: Possessory Title 2024 Possessory Title to be finalised with the Land Registry in 2024. Draft Standing Orders had been amended and the item would be carried forward in the Annual Meeting minutes until completion of the transfer of title.</p> <p>q) Pensions Regulator Completion of Auto Enrolment Compliance Re-declaration due March 2020.</p> <p>r) Defibrillator Renewal of battery November 2022 and warranty of AED expires April 2024</p>	<p>Clerk/County Councillor Miller</p> <p>County Councillor Miller</p> <p>2024</p> <p>2020</p> <p>2022/2024</p>
<p>5. Reports by District & County Councillors</p> <p>a) Planning/ Highway Issues</p> <p>Persimmon – Pulley Lane Persimmon were being pursued/referred to the High Court, by Wychavon District Council for the following issues:</p> <ul style="list-style-type: none"> • Incorrect heights and levels of buildings. • Misuse of conditions – occupation. • Infrastructure issues. • <p>Middleton Cottages Gerry Brianza, County Council Highways Liaison Engineer, was involved with the rectification of problems relating to the Middleton Cottages site. The parking of vehicles outside the site was causing congestion, mud was not being cleared from the road and there were also pothole and flooding issues. The District and County Councillor informed the meeting that the developer’s contractors were not bound by the planning conditions. The developer however was obliged to clear the mud from the road, and deal with flooding issues. Potholes should be repaired within 24 hours. The District & County Councillor</p>		<p>Dist. Cllr. Miller</p>

	<p>agreed to contact the developer to insist that they instruct their sub-contractors to use off road parking and deal with the other aforementioned issues.</p> <p>b) Church Lane Resurfacing Church Lane had recently undergone some patch repair work due to damage caused by heavy goods vehicles turning in the small Lane. Plans to resurface the Lane in 2018 were in place.</p> <p>c) Winter Salt Spreading - Isolated Rural Roads The County Council had asked farmers to assist with spreading of salt on iced rural roads. One-ton bags of salt/sand would be provided by the County Council. The County Councillor agreed to contact Gerry Brianza to register the Parish Councils interest.</p>	County Cllr. Miller.
6.	Chairman Report - Apologies Received (Deputy Chair Presiding)	
7.	<p>Deputy Chair (Presiding Chairman) Report</p> <p>a) Auditor Appointment and Announcements The current Internal Auditor had given the Parish Council notice of his impending retirement upon completion of the 2017/18 audit in May 2018. The Presiding Chairman proposed that a meeting be arranged between herself, the clerk, and DKE Services (CALC recommended internal auditor) to ascertain whether mutual suitability existed and if so to discuss terms of appointment. This proposal was seconded by Cllr. Thawley and carried unanimously.</p> <p>The clerk informed the meeting that due to its smaller authority status (as defined by the Transparency Code), the forthcoming audit could be exempt from a limited assurance audit by the new external auditor P.K. Littlejohn. The Presiding Chairman proposed that a limited assurance be carried out for the forthcoming 2017/2018 audit but consideration be given for opting out of subsequent audits. This proposal was seconded by Cllr. Thawley and carried unanimously.</p> <p>b) Policies & Data Committee It was agreed that an initial meeting should be held on the 16th March 2018 to discuss policies and the GDPR legislation. Cllr C Hughes agreed to become a temporary member of this Committee to ensure a quorum at all times.</p> <p>c) Highway Issues Covered in previous agenda items</p> <p>d) New Homes Bonus (NHB) Cllr. Phillips had designed a flyer/advert for a proposal under the NHB Scheme to erect two bus shelters at Martin Hussingtree. She had also spoken to County Highways who had confirmed that planning permission was not required for their erection. Concern was expressed regarding the site in respect of sufficient space and underground utility pipes and drains. Cllr Phillips agreed to speak with residents to ascertain levels of support for the proposal and in addition the advert would be placed in notice boards and in the community magazine. If sufficient support ensued a site meeting would be arranged with County Highways to confirm siting and street furniture licence requirements. David Manning/Tracy Perkins (NHB team) had offered to meet with councillors/ clerk to discuss this project and other suitable proposals.</p>	
8.	<p>Councillor Reports</p> <p>a) Congestion – Areas of Concern</p> <p>Cllr Armitage provided the meeting with a map of the three parishes with areas of concern highlighted with markers. Highway concerns such as congestion damaged road surfaces and verges caused by HGV's etc were constantly appearing and reappearing on all Parish Council meeting agendas and it was felt that proactive early collaboration with District and County Councillors and Planning Officers may help to alleviate some of the issues.</p> <p>Councillors were asked to add any areas not already indicated (blue) which they believed to be problem areas or potential problem areas for discussion prior to grid-lock situations. It was suggested that a co-ordinated plan be developed to include infrastructure solutions</p>	All Councillors

	<p>such as passing places on rural lanes/traffic light systems prior to development taking place.</p> <p>Cllr. J. Clarke, District Councillors Miller and Duffy left the meeting 9.10pm</p>	
9.	<p>Salwarpe Village Hall Committee Report</p> <p>Non – Cllr J. Hill: apologies received</p>	
10.	<p>Finance</p> <p>a) Review of payments made and received since the last meeting (see Appendix 1) Noted and approved.</p> <p>b) Report year to date expenditure compared to budget Noted and approved</p> <p>c) Grant – Transparency Code Grant A grant of £450 from NALC was expected for the assistance in payment of additional clerk hours to upgrade the Parish Council website.</p> <p>d) Amendment to Standing Orders - Waiver of requirement for 3 quotations for contracts up to £5,000 Cllr. A Thawley proposed the waiver of the requirement for 3 quotations for contracts below £5,000 (cumulative) where knowledge, competence and value for money had been proven. This proposal was seconded by Cllr. Hughes and passed unanimously.</p> <p>e) Community Event Grant Cllr. Phillips proposed the allocation of a £350 grant to support the forthcoming community music event planned for the 2nd June 2018. Cllr Luscombe seconded the proposal and the motion was passed unanimously. Cllr. Hughes withdrew from the discussion and vote.</p>	
11.	<p>Planning Consultations & Enforcement (Appendices 3 - 5)</p> <p>a) Planning Applications Noted.</p> <p>b) Enforcements and Appeals Noted.</p> <p>c) Temporary Granted Permissions – Worcester Warriors Marquee Permission due to expire in March 2018 (W/15/00244) Clerk to monitor</p>	
12.	<p>Correspondence</p> <p>a) Letter of thanks and good luck in retirement to Droitwich Town Council Clerk.</p> <p>b) Condolence letter to the family of M. Davies</p>	
13.	<p>Councillor Reports and Items for Future Agendas None</p>	
14.	<p>Date of Next Meeting The date of the next Annual Meeting followed by the Parish Council Meeting was approved as Monday 21st May 2018 at Salwarpe Village Hall to commence at 7.00pm.</p>	

There being no further business the Deputy Chair (presiding) closed the meeting at 9.35pm.

Signed..... Date 21st May 2018 Chairman