

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,
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Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00 pm on Monday 17th September 2018 at Committee Room Salwarpe Village Hall

PRESENT: Cllr. B. Meddings (Presiding Chair), Cllr. A. Phillips, Cllr. C. Hughes, Cllr. M. Armitage
Cllr. A.Thomas Cllr. J. Brodrick Cllr. J.Clarke

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

No	Minute	Action
1.	<p>Apologies</p> <p>a) Cllr. P. Oakley (Chairman) Cllr. A. Thawley (Deputy Chair) Cllr. J. Hill Cllr. D. Luscombe</p> <p>b) Appointment of Presiding Chair</p> <p>In the absence of the Chairman and Deputy Chair. Councillor A. Phillips proposed that Councillor Meddings take the Chair for the purpose of this meeting only. Councillor Hughes seconded the proposal and the motion was unanimously carried.</p>	
2.	<p>Declarations of Interest/Code of Conduct</p> <p>a) To declare any interest Councillor C. Hughes declared a non-pecuniary interest in item 11(d) Councillor P. Oakley had declared a non-pecuniary interest in planning application 18/01672/HP, Salwarpe House, erection of greenhouse.</p> <p>b) To declare any Dispensations None declared.</p> <p>c) To note the Code of Conduct and requirements of the Transparency Regulations Noted.</p> <p>d) To note the Right to Record meetings: Refer to Notice displayed on meeting table. Noted.</p> <p>e) To confirm any necessary update to the Register of Interests No update</p> <p>f) To note security and privacy of information under the General Data Protection regulations. Noted</p>	
3.	<p>Standing Orders & Financial Regulations</p> <p>a) To note Standing Orders Noted – Review continues</p> <p>b) To note Financial Regulations Noted – For Review</p>	

c)	<p>To review any Freedom of Information requests The Clerk reported that there had been no requests for information over the preceding 12 months.</p>	
4.	<p>Minutes</p> <p>a) The draft Minutes of the Annual Parish Council Meeting held on 16th July 2018 were approved and signed as being a correct record.</p>	
5	<p>Clerk - Progress Reports on actions from minutes of 16th July 2018 Martin Hussingtree Junction/Pulley Lane Schemes</p> <p>a) Martin Hussingtree County Councillor Miller advised that the temporary CCTV camera situated on traffic lights at Martin Hussingtree junction would be analysed and if necessary additional systems would be installed. The meeting discussed on-going problems relating to the road layout exacerbated by exit and entrance locations of the Swan Inn. It was suggested that advisory signs could be painted at the exit of the Swan Inn. County Highways would fund the cost of this work. Installation of additional traffic light systems was also discussed and might be considered after the analysis of CCTV footage.</p> <p>b) Pulley Lane It was noted that Wychavon District Council had refused an application to remove a condition which limited the number of allowable occupied properties to 90 dwellings until the A38 Pulley Lane traffic signalisation had been fully complied with</p> <p>The dangerous tree trunk which was surrounded and hidden by tarmac had not yet been removed. The County Councillor agreed to contact County Highways in order to expedite its removal. The County Councillor also agreed to request that an accuracy survey of the width of Pulley Lane be carried out and inform the Chairman of any updated information.</p> <p>A bus service, funded from s106 monies was now in operation along Pulley Lane. County Councillor Miller agreed to confirm that this service was allowed to operate where road improvements had not been approved by County Highways.</p> <p>c) The Canal & River Trust A recent incident involving a cyclist who had become entangled in hidden netting resulting in a potentially serious accident was reported. The County Councillor had contacted the Canal & River Trust who were unaware of the incident. The Canal and River Trust agreed to investigate both this report and the state of the towpath.</p> <p>d) CIL Levy Middleton Cottages The developer had lost an appeal against the decision to pay a £47,520 levy in lieu of affordable housing. The developer was at liberty to complain to the ombudsman as the wording of the decision was ambiguous, District Councillor Duffy agreed to investigate the situation and report back to the November meeting.</p> <p>e) Sling Lane The clerk had received an email from Ian Dennis (Place Partnership) indicating their intention to install a drainage ditch and erect removable wooden posts, restricting vehicular but not pedestrian access. The meeting asked that a sketch of the proposals be obtained and the County Councillor suggested that he meet a Place Partnership representative on-site. The clerk agreed to contact Ian Dennis to discuss.</p> <p>f) Junction 6 Roundabout – Proposed Upgrade Planned work was designed to ease traffic congestion. Concern was expressed regarding pedestrian safety.</p> <p>g) Middleton Cottage Development Poor drainage remained an issue. The developer was aware of his responsibility to ensure effective drainage for the whole site. Gerry Brianza (County Highways) had agreed to send a crew with CCTV to inspect the drainage. The County Councillor informed the meeting that, in the absence of reported incidents, gullies were now only routinely cleared on a four-yearly basis. After protracted discussions with County Highways two gullies had been cleared in Salwarpe Village. County</p>	<p>County Councillor</p> <p>Pending</p> <p>Pending County Councillor /Chairman</p> <p>County Councillor</p> <p>Closed</p> <p>District Councillor Duffy</p> <p>Clerk</p> <p>Pending</p> <p>Clerk</p> <p>Cllr. Meddings/ County Councillor</p>

<p>h)</p> <p>Salt Storage/Spreading/Salt Bin</p> <p>i)</p> <p>Parliamentary Boundary Review</p> <p>j)</p> <p>A38 Layby Closure</p> <p>k)</p> <p>Issues Raised with the Local Planning Authority</p> <p>l)</p> <p>Nations Tribute</p> <p>m)</p> <p>Memorial Land: Possessory Title 2024</p> <p>n)</p> <p>Pensions Regulator</p> <p>o)</p> <p>Defibrillator</p>	<p>Councillor Miller asked Councillor Meddings to provide any additional information relating to Copcut Rise and Middleton Cottage flooding issues.</p> <p>The County Council were asking for potential salt storage locations/barns and volunteers who could assist with spreading over the Winter period. Councillor Meddings had contacted County Highways to discuss volunteers but had been informed that winter services had not yet been organised. It was suggested that a request for a yellow salt bin to be located at Spellis Green be made. There had been an increase in traffic volume along Hurst Lane/Hindlip Lane. The suggested site was routinely used by police vehicles and schoolchildren, and was the location for a popular commercial B&B business.</p> <p>A proposal for the parishes to be located within Bromsgrove's boundary had been put forward. Proposals would be voted upon in the autumn.</p> <p>The A38 layby had re-opened to traffic. The closure notice however remained in place as further gritting was pending.</p> <p>Martin Hussingtree Parish had not been formally notified of planning application 18/01097 (decision pending, awaiting comments from County Highways) – Land at Station Road, outline planning application for up to 160 dwellings. Notifications had been sent to North Claines (neighbouring parish) and later, after a complaint by the clerk to the LPA, an incorrectly identified notification addressed to Salwarpe Parish was issued. In addition, a Salwarpe application No:18/00800/SCR (Solar Panel Scoping Review) had incorrectly identified the site as being located within the Parish of Ombersley. These were not isolated incidents and so the Chairman had drafted a letter to Mr Gary Williams, copied to Mr Jack Hegarty, notifying them of the Parish Council's dissatisfaction in their administration systems. An unsatisfactory response had been received. District Councillor Duffy offered to speak with Mr. J Hegarty about this issue.</p> <p>Councillor C. Hughes proposed acceptance of a quotation from Top Cut Mowing Services Ltd, of £250, for the lighting of the beacon at the commemorative event on the 11th November 2018. This proposal was seconded by Councillor Brodrick and passed unanimously. Councillor Meddings informed the meeting that three volunteers would be required as a refreshment team and all councillors would be asked to distribute leaflets advertising the event. Councillor Brodrick offered to loan a megaphone. Councillors would also be asked to remain until the end of the even to assist with clearing and tidying.</p> <p>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>Completion of Auto Enrolment Compliance Re-declaration due March 2020.</p> <p>Renewal of battery November 2022 and warranty of AED expires April 2024</p>	<p>County Councillor /Cllr. Meddings</p> <p>Pending</p> <p>Closed</p> <p>District Councillor Duffy</p> <p>Councillor Meddings</p>
<p>6.</p> <p>a)</p>	<p>County & District Councillors</p> <p>Lengthsman</p> <p>An idea had been mooted to allow the Lengthsman to perform additional tasks which were currently the responsibility of County Highways. The Parrish Council would be responsible for planning organising and administering the additional work. Funding would be obtained through the precept process. It was suggested that the Deputy Chair should contact the County Councillor to clarify the nature and scope of additional work. It was also agreed that this issue should be an agenda item to be discussed by the Finance Committee on the 15th October.</p>	<p>Cllr. Thawley/ Finance Committee</p>
<p>7.</p>	<p>Chairman's Report – Councillor B Meddings (Presiding)</p>	

<p>a) Highways Covered in previous items</p> <p>b) Salwarpe Fete Grant Consideration —Non-Pecuniary Interest declaration: Cllr C. Hughes A Letter had been received from the treasurer of Salwarpe & Hindlip with Martin Hussingtree PCC requesting a contribution of £400 towards the cost of the Salwarpe Fete. This contribution would be put towards the provision of the Village Hall, marquee, toilet facilities refreshments and public seating. The letter had been circulated to all Councillors prior to the meeting and after due consideration Councillor M. Armitage proposed a contribution of £200. The proposal was seconded by Councillor A. Thomas and carried unanimously.</p> <p>c) Notice Boards The new Salwarpe notice board was now in place. Permission to site the posts on Salwarpe Court land had been granted by the landowner. Councillor Meddings was in the process of arranging for a commemoration plaque to be inserted. An application showing an alternative location for the notice board located at Drury Lane had been refused by the County Council. The Chairman had asked for a meeting to be arranged to enable him to discuss alternative locations with the County Council's officer on-site. Councillor A. Phillips proposed that the existing site be re-opened pending resolution. This was seconded by Councillor J. Brodrick and carried unanimously. Councillor Phillips offered to inform relevant residents.</p>		<p>Cllr. Meddings</p> <p>Chairman</p> <p>Cllr. Phillips</p>
<p>8.)</p>	<p>Deputy Chair Report - Deferred</p>	
<p>9. a) Bus Shelters A licencing application for the two sites had been approved by County Highways. Councillor Phillips and the clerk had attended a meeting of and the Localism Panel, at Wychavon District Council, on the 10th September 2018 where the application for £22610 to provide two shelters with wooden seats, concrete slabs and solar panels was discussed. There had been unanimous agreement by the panel, that the application should be presented at the Executive Panel meeting on the 19th September for final consideration. Councillor Phillips was awaiting quotations for the provision of concrete pads. If the application for NHB monies was successful, an order could be placed with Littlethorpe with an anticipated November completion date for provision and erection of both shelters.</p> <p>b) Councillor Wreath Laying. Remembrance Sunday Councillor. A. Thomas offered to lay a wreath on behalf of the Parish Council on the 11th November 2018 at 8.30am, Salwarpe War Monument.</p> <p>c) Support for Defibrillator – Gloverspiece Mini Farm An offer had been made by Gloverspiece Mini Farm to site a defibrillator on their land. There would be trained staff on site and the defibrillator would be available for use by all residents and visitors to the area. A request was made that the Parish Council support this siting. There would be no cost to the Parish Council but an offer of help to inform residents of the location was sought. The meeting unanimously supported this initiative.</p>		<p>Councillor Phillips/ Clerk</p> <p>Councillor Thomas)</p>
<p>10.</p>	<p>Village Hall Committee - Councillor Representative Councillor J.Hill (apologies received)</p> <p>Councillor Meddings reported that a barrier had now been installed in front of the defibrillator cabinet located on the external wall of the Village Hall. This would ensure unrestricted access at all times.</p>	
<p>11.</p>	<p>Finance</p> <p>a) Review of payments made and received since the last meeting (see Appendix 1) Accepted without query</p> <p>b) Report on year to date expenditure compared to budget Noted</p> <p>c) Risk Assessment</p>	

<p>d)</p> <p>e)</p> <p>g)</p> <p>h)</p> <p>i)</p> <p>j)</p>	<p>Councillor Phillips and the Clerk had carried out a risk assessment (asset based) on the 17th September 2018. This report was circulated and adopted by councillors and would be uploaded to the Parish Council's web-page.</p> <p>Salwarpe Village Fete Grant Consideration Approval given - item 7(b)</p> <p>Church Lane Mowing. Request for Funding A four-year contribution towards Church Lane Mowing awarded in 2015 by County Councillor Miller would be fully expended in 2019. The County Councillor was asked to consider whether top-up funding would be available for this exercise.</p> <p>Members Allowance Policy To be discussed at the Finance Committee Meeting of 15th October 2018</p> <p>Finance Committee Initial Precept Setting Meeting Arranged for 15th October 2018</p> <p>Internal Audit Meeting Meeting arranged for 29th October 2018. 10.00am. Village Hall Committee Room. Clerk and Councillor Thawley to attend.</p> <p>Reserves Policy – Ringfenced Projects To be discussed at the Finance Committee Meeting of 15th October 2018</p>	<p>Clerk</p>
<p>12.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>Planning Consultations - Appendix 2-4</p> <p>Planning Applications Noted</p> <p>Enforcements and Appeals Noted</p> <p>Temporary Granted Permissions Noted</p>	
<p>13.</p> <p>a)</p> <p>b)</p>	<p>Correspondence</p> <p>Letter of thanks to resident – Salwarpe Memorial Cleaning (Councillor Meddings)</p> <p>SWDP Call for Sites – Resident email (Chairman response) The District Councillor informed the meeting that out of 900 sites submitted only 60 likely to be categorised would be put forward for consultation in November 2018-January 2019.</p>	
<p>14.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p> <p>f)</p>	<p>Councillor Reports and Items for Future Agendas</p> <p>Overgrown Hedge – The Hainings It was agreed that a letter should be sent to the owner/occupier of the Hainings as the hedge was restricting visibility and therefore considered to be a danger to road users.</p> <p>Caravan Highway Obstruction Offerton Lane</p> <p>Damaged Salt Bin S114 Ladywood – Reported for replacement and filled with Grit/salt.</p> <p>Ladywood Road – A raised telecommunications manhole causing damage to tyres of passing vehicles had been reported.</p> <p>Increase in Theft – Hindlip. Non- corresponding reporting on police incident report noted.</p> <p>Cycling Study – Tow Path Offerton Chairman to respond</p>	<p>Clerk</p> <p>Cllr Armitage</p> <p>Cllr Meddings</p> <p>Clr. Brodrick/C hairman</p>
<p>15.</p>	<p>Date of Next Meeting</p>	

	The date of the next Council Meeting was approved as Monday 19 th November 2018 at Salwarpe Village Hall to commence at 7.00pm.	
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There being no further business the Chairman closed the meeting at 9.26pm.

Signed..... Date 19th November 2018 Chairman

Public Question Time

No members of the public present.

Police Incident Report

Councillors had been provided with a copy of incident reports prepared by SNT Droitwich West and PCSO Aidan Goundry dated 16th and 17th September respectively. No issues were raised.

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