

# **HARTLEBURY PARISH COUNCIL**

The Annual General Meeting of Hartlebury Parish Council was held at the Parish Hall, Hartlebury on the 14<sup>th</sup> May 2019

Present: Councillors Ruth Whittaker (Chair), Ray Kirby (Vice Chair), Shelagh Fisher, Simon Fletcher, Ian Hutchinson and Sheridan Tranter.

In Attendance: C/Cllr Peter Tomlinson, D/Cllr Stephen Bateman, Neil Gulliver (Parish Clerk) and 10 members of the public.

## 1. Election of Chairman

Simon Fletcher, seconded by Shelagh Fisher, moved and it was unanimously resolved that Ruth Whittaker be elected as Chairman of Hartlebury Parish Council.

There being no further nominations, Ruth Whittaker was unanimously elected.

## 2. Election of Vice Chairman

Ian Hutchinson, seconded by Shelagh Fisher, moved and it was unanimously resolved that Ray Kirby be elected as Vice Chairman of Hartlebury Parish Council.

There being no further nominations, Ray Kirby was unanimously elected.

## 3. Apologies

## 4. Declarations of Interest

## 5. Dispensations

None.

## 6. Adjournment of Meeting to hear from:- Members of the Public

The following issues were discussed:-

Parish Hall Surrounds – A member of the public suggested that a Working Party be set up to help maintain the garden areas around the hall rather than leaving it to the Parish lengthsman to deal with. It was agreed that the suggestion should be included in the Parish News section of the Parish Magazine.

EnviRecover CLG – The Parish Council representatives were reminded that the next meeting would be held on the 10<sup>th</sup> June 2019.

Vandalism at New Play Areas – Several members of the public commented on the recent spate of vandalism of the new play area equipment. It was agreed that an item be included in the Parish News requesting local residents to inform the police if they become aware of any future incidents.

Neighbourhood Plan – A member of the public asked if it was the Parish Council's intention to prepare a plan during its term in office. The Chair confirmed that the Council would be looking to do so.

Parking Issues – A member of the public asked whether the Parish Council would be revisiting the parking issues affecting Old Worcester Road/Inn Lane/Station Road. The Chair confirmed that it would do so.

Crown Lane – A member of the public suggested that the County Council should be asked to

review the speed limit in Crown Lane as under the current arrangements traffic was travelling along the A449 with a speed limit of 50mph but then entering Crown Lane when the limit was 60mph. The Clerk agreed to raise this issue with Cty Cllr Peter Tomlinson.

County Councillor Peter Tomlinson

Cty/Cllr Peter Tomlinson reported that he was being proposed as the County Council's next Chairman at their forthcoming Annual General Meeting. He also reported that the County Council were proposing to introduce variable speed cameras along the A449 between Ombersley and Black Bridge although no date had been given when this would be introduced.

District Councillor Stephen Bateman

D/Cllr Stephen Bateman briefly commented that the District Council's Annual General Meeting would be held on the 15<sup>th</sup> May and he hoped to have more to report at the Parish Council's next meeting.

#### 7. Minutes of the Meeting held on the 2<sup>nd</sup> April 2019

Sheridan Tranter pointed that the questions he raised at the meeting had not been accurately reflected in the minutes, particularly with regard to the accuracy of the minutes of the February meeting and when the accounts would be available for public scrutiny. It was agreed that the minutes be amended to correct this.

The minutes of the meeting held on the 2<sup>nd</sup> April 2019 as amended were approved unanimously and signed by the Chair.

#### 8. Membership of Parish Council Advisory Groups and Representation on External Groups

At the Chair's suggestion it was agreed to defer this item until the next meeting to enable the Clerk to provide additional information relating to the decision to move from a Committee to an Advisory Group structure.

#### 9. Planning Issues

##### 1) New Applications for Comment

i) 19/00900/HP – Bay Tree House, Wilson Road, Hartlebury – Construction of extension to existing garden building.

The Parish Council supported this application.

##### 2) New Applications Already Commented On Due to Planning Deadlines and Update on Previous Planning Applications

The report was noted.

#### 10. Finance

##### (1) Current Financial Position

The Council noted the bank balances as at the 30<sup>th</sup> April 2019 as follows:-

HSBC Treasurer's Account:-

1) <i>Parish Council General Funds</i>	£31,933.68
2) <i>Community Project Funds</i>	£9,773.52
Treasurer's Account Total	£41,707.20
HSBC Deposit Account	£6,370.35
Scottish Widows Account	£10,000.00

##### (2) Payments

The new payments totalling £21,758.71 were proposed by Ray Kirby, seconded by the Chair and agreed unanimously:-

Payments since last Parish Council meeting		
Westcotec Ltd	chq 101937	£3360.00
HPHMC (Grant)	chq 101938	£250.00
April Payments		
Clerk's expenses	chq 101939	£62.55
Parish Lengthsman	chq 101940	£101.80
Top Cut	chq 101941	£438.00
HPHMC	chq 101942	£62.50
Worcestershire CALC	chq 101943	£1115.50

Simon Fletcher asked what was the position regarding the grant given last year for the pantomime. The Clerk stated that he would be contacting the organiser to see what the position was currently.

The Clerk pointed out that it would be necessary to appoint new cheque signatories and suggested that they should be the Chair, Ray Kirby and Ian Hutchinson. This was agreed. He also pointed out that it would take the bank several weeks to approve the changes and that, in the interim, former Councillors Sandra Hickman and Cath Holden be asked to carry out that role. This was agreed.

#### 9. Renewal of Parish Council Insurance

The Clerk reported that he had received 2 quotes for the Parish Council's Insurance as follows:-

Zurich Insurance	1 year term - £1,156.99 or 3 year long term agreement - £1,062.28
Came & Co	1 year term - £1,981.87 or 3 year long term agreement - £1,882.78

After discussion, Sheridan Tranter, seconded by Ian Hutchinson, proposed and it was agreed that the Parish Council accept the 3 year long term agreement proposed by Zurich Insurance.

#### 12. Correspondence

The Clerk reported two items of correspondence:-

Wychavon District Council's Parish/Town Council Event – 13 June 2019 . The Chair and Simon Fletcher expressed an interest in attending this event.

CALC Councillor Training – CALC had published their programme of training for new and existing Councillors. The Clerk stated that he would circulate the details to all Councillors.

#### 13. Councillors' Points of Information and Items for Future Agendas

It was agreed that the following items should be included on the agenda for future meetings:-

Arrangements for the Co-Option of Parish Councillors

Grants

Membership of Parish Council Advisory Groups & Representation on External Groups

Parking Issues

Neighbourhood Plan

Simon Fletcher suggested and it was agreed to continue to make use of Former Councillor Caro Boughton-Thomas' local knowledge when considering planning applications.

DATE OF NEXT PC MEETING: Tuesday 4<sup>th</sup> June 2019 - 7.00 pm at the PARISH HALL.

The meeting closed at 8.05pm