

# **Draft**

## **HARTLEBURY PARISH COUNCIL**

**A meeting of Hartlebury Parish Council was held at the Parish Hall, Hartlebury on the 2<sup>nd</sup> July 2019**

**Present:** Councillors Ray Kirby (Vice Chair)(In the Chair), Simon Fletcher, Ian Hutchinson and Sheridan Tranter.

**In Attendance:** D/Cllr Stephen Bateman, Neil Gulliver (Parish Clerk) and 17 members of the public.

### **Apologies**

Apologies were received from Ruth Whittaker and C/Cllr Peter Tomlinson.

### **2. Declarations of Interest**

### **3. Dispensations**

None.

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

The following issues were discussed:-

**Village Gates/Parking** – A member of the public asked if it would be possible to put flower troughs in front of the new village gates. The Chairman agreed to look at this. The member of the public asked why parking had not been put on the agenda for the meeting. The Chairman replied that the issue of parking would be discussed at a future meeting of the Council probably later in the year. He reminded the meeting that this was an emotive subject and it was important for the Council to consult and consider all options before bringing forward any new proposals. He would not guarantee that it would be on the agenda for the next meeting.

**Community Project** – A member of the public asked if one or more Councillors could take the benches belonging to the project from her back garden as soon as possible. The Chair and Ian Hutchinson agreed to sort this out. She also expressed her displeasure that, despite three former Councillors giving up their time to hand over the project to the Playing Fields & Parish Hall Surrounds Advisory Group, only one member of that Group actually turned up at the meeting.

**Countryside Nurseries/The Shed/Truck Fest** – Several members of the public spoke for and against the recent Truck Fest event, the impact it had on the lives of those living in the vicinity as well as the work arising from the event which resulted in money being raised for charity. D/Cllr Stephen Bateman commented that the issues raised at the previous meeting had been forwarded to the District Council and Worcestershire Regulatory Services. However it was unlikely that any could be resolved regarding the previous event but concerns would be addressed when the next event was due to be held.

Concerns were also expressed regarding other activities which were ongoing at the site including weekly car boot sales, burning of waste on site, installation of static caravans and wooden prefab buildings etc and the advertising of the sale of 'home grown meat'. The Chair pointed out that the Parish Council could only listen to the concerns of local residents and pass those views onto the appropriate bodies ie the District Council and Worcestershire Regulatory Services.

**Parish Hall Surrounds** – A member of the public expressed concern about the amount of weeds etc which had been left unattended around the site. The Clerk confirmed that he was arranging for a local contractor to be called in to clear the area. Once that work had been done, it was hoped that the site could be managed by volunteers.

### **County Councillor Peter Tomlinson**

Cty/Cllr Peter Tomlinson was absent due to other commitments.

### **District Councillor Stephen Bateman**

D/Cllr Stephen Bateman made the following points:-

- 1) The Parish Council had already received the sum of £10,000 from the sale of the former British Legion club.
- 2) A programme of workshops had been set up for Parish Councillors over the coming months.
- 3) The planning application in relation to Shorthill Caravan Park would be considered by the District Council's Planning Committee on the 25<sup>th</sup> July and he suggested that it would be helpful for him to meet with representatives from the Parish Council to discuss how they present their objections.
- 4) He had now taken over as Chairman of the Envirecover CLG. There was currently an outstanding noise complaint which may relate to the site and this was being monitored by the Environment Agency.

## **5. Minutes of the Meeting held on the 4<sup>th</sup> June 2019**

Sheridan Tranter stated that the wording of Minute 9 was not a true reflection of the debate as it did not include the views he had expressed and insisted that the minutes should be amended with the following words:-

“The Council were informed by Sheridan Tranter that he had been in contact with the new Executive Officer at CALC and he had advised that best practice be used; to have formal committees and be open to public attendance, participation and viewing agendas and minutes. The concern by Sheridan Tranter was that the Parish Council was lowering the democratic right of the public in not allowing them to attend proper committee meetings, especially with regards to finance.”

The Chair reminded Sheridan Tranter that this matter had been fully debated at the last meeting and that the advice from CALC was only advisory and it was the a decision for the Parish Council as to whether they opted for a Committee or Advisory Group structure.

The minutes of the meeting held on the 14<sup>th</sup> May 2019 as amended were then approved unanimously and signed by the Chair.

## **6. Planning Issues**

### **1) New Application for Comment**

None.

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

The report was noted.

## **7. Finance**

### **(1) Current Financial Position**

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

HSBC Treasurer's Account:-

1)Parish Council General Funds	£26,732.51
2)Community Project Funds	£9,773.52
Treasurer's Account Total	£36,506.03
HSBC Deposit Account	£6,373.06
Scottish Widows Account	£10,000.00

## **(2) Payments**

The new payments totalling £2,035.68 were proposed by Ian Hutchinson, seconded by the Simon Fletcher and agreed unanimously:-

Clerk's Salary	s/o	£612.62
HMRC	chq 101952	£168.99
Clerk's expenses	chq 101953	£53.82
Top Cut Mowing Services Ltd	chq 101954	£438.00
Hartlebury Gardening Club	chq 101955	£250.00
Parish Lengthsman	chq 101956	£352.25
IDG Garden Services	chq 101957	£160.00

## **8. Correspondence**

The Clerk reported that he had been informed that Caro Boughton-Thomas would cease to be a Trustee of the Queen Elizabeth Foundation with effect from the 3 December 2019. He added that she had indicated that she was willing to continue in this role.

It was agreed that Caro Boughton-Thomas should be re-appointed as the Parish Council's representative on the Queen Elizabeth Foundation.

## **9. Action Summary**

The Action Summary was noted.

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

None.

**DATE OF NEXT PC MEETING: Tuesday 6<sup>th</sup> August 2019 - 7.00 pm at the PARISH HALL.**

The meeting closed at 7.45pm