

**HINDLIP, MARTIN HUSSINGTREE AND SALWARPE  
PARISH COUNCIL**

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,  
Tel: 07846 125405 email [hmhspsc@gmail.com](mailto:hmhspsc@gmail.com)  
[www.worcestershire.gov.uk/myparish](http://www.worcestershire.gov.uk/myparish)

**Minutes of the Meeting of the Parish Council  
of Hindlip, Martin Hussingtree & Salwarpe held at 7.00pm on Monday 18<sup>th</sup> January 2021**

**HELD VIRTUALLY BY ZOOM**

Voting Procedure – Alphabetical roll call led by the Chairman

**PRESENT:** Cllr. P. Oakley (Chair) Cllr. M. Armitage, Cllr. A. Thawley, Cllr. C. Hughes, Cllr. A. Phillips,  
Cllr. J. Clarke, Cllr. J Brodrick Cllr J. Hill. Cllr. D Luscombe. Cllr. B. Meddings (minute  
taker item 4(b) – 4(d)

**IN ATTENDANCE** E Gallagher (Clerk). Item 1 – 4(a) & 5 – 12 (connectivity issues)  
District Councillor N. Wright  
District Councillor T Miller

No Residents of the Parish

No	Minute	Action
1.	<b>Apologies</b>  Apologies received from Cllr. A Thomas (connectivity problems)	
2 (a).	<b>Declarations of Interest/Code of Conduct</b>	
i)	<b>To Declare any interest</b> None pecuniary interest declared by -: Cllr A. Phillips Item 11(a) Planning Application 20/02306 Neighbouring property Cllr. D Luscombe Item 10(c) PCC Committee Member.	
ii)	<b>To Declare any Dispensations</b> None declared	
iii)	<b>To note the Code of Conduct and requirements of the Transparency Regulations</b> Noted: The Parish Council was now classified intermediate category with greater than £25,000 turnover.	
iv)	<b>To note the Right to Record meetings:</b> Noted.	
v)	<b>To confirm any necessary update to the Register of Interests</b> No update.	
vi)	<b>To note security and privacy of information under the General Data Protection regulations.</b> Noted.	
(b).	<b>Standing Orders &amp; Financial Regulations</b>	
i)	<b>To note Standing Orders</b> Adopted 18 November 2019	
ii)	<b>To note Financial Regulations</b> Adopted 18 November 2019 Amended to include emergency measures 8/7/2020	
iii)	<b>To review any Freedom of Information requests</b>	

iv)	<p>The Clerk reported that there had been no requests for information over the preceding 12 months.</p> <p><b>To note security and privacy of information under the General Data Protection regulations.</b> Noted</p>	
3.	<p><b>Minutes</b></p> <p>a) The Draft Minutes of the Parish Council Meeting held on 26<sup>th</sup> October 2020 and Finance Committee Meeting held on 11th January 2021 were approved as being a correct record and signed remotely by their respective Chairman.</p>	
4.	<p><b>Chairman's Report</b></p> <p>a) <b>New Homes Bonus/s106 Funds</b> Correspondence had been received regarding arrangements for closing the New Homes Bonus Funding Scheme on the 31<sup>st</sup> March 2021. An outstanding amount of £656 was available to claim for an acceptable New Homes Bonus application with work commencing no later than 31<sup>st</sup> March 2022.</p> <p>In addition, an amount of £5320.77 s106 grant had been set aside by Wychavon District Council. This had been allocated specifically for a Public Open Space project (Hindlip). If agreed, project work must be completed and monies spent by October 2021. The Wychavon Committee, where proposals would be considered, would meet in March 2021.</p> <p>A precis of councillor suggested projects had been circulated to all members prior to the January meeting. The Chairman asked all members to assess all suggestions and report preferences to the Clerk by the end of January 2021. The Clerk was asked to liaise with Wychavon Legal team and the Localism team. Formal project proposal submissions would be made to Wychavon's relevant committees for approval prior to their next meeting date.</p> <p>b) <b>Highways</b> County Cllr Miller updated the Council on the progress of Copcut/Pulley Lane issues. The road markings and amended signage on the A38 and Pulley Lane had not been implemented. The junction signalisation scheme and remedial works remained under the control of the Developer. A virtual bus stop had been proposed for display on the frontage of the Copcut Elm Public House. It was anticipated that County Council Highways would formally adopt the signalisation scheme by mid-April 2021. A 40mph speed limit would be implemented as originally proposed from the roundabout to a point where traffic lanes merge opposite the Copcut Golf Range frontage boundary line. Cllrs Phillips and Meddings expressed concern that the short distance of the speed limit allowed vehicles to increase speed to 60mph on the remaining Southern section of the A38 approaching Martin Traffic Light junction.</p> <p>c) <b>Smartwater Scheme</b> The Parish Council's police liaison contact was no longer in post and the Scheme had been left without a dedicated police officer in place. Five-hundred and fifty letters had been posted by the Parish Council to Salwarpe residents. Only sixty-four residents had taken up the offer of Free of Charge kits. Cllrs Oakley and Luscombe would initiate further publicity to ensure continuity of the roll out of the Smartwater scheme.</p> <p>d) <b>District Ward Boundary Review</b> Dist.Cllr Nicolas Wright reported on the 1<sup>st</sup> Phase of the Electoral Commission review. The Commission required Wychavon District Council to meet by the end of January to review the number of councillors per district ward to be elected. It was agreed that Dist.Cllr Wright would liaise with Parish Cllr. Meddings to discuss the details of the impact on the existing Lovett and North Claines District Ward. Parish Council representations on any proposed new ward boundaries to be submitted by 1<sup>st</sup> April 2021.</p>	
5.	<p><b>Deputy Chair Report</b></p> <p><b>Finance Committee Recommendations Precept 2021/2022.</b></p>	

	<p>All councillors had received a copy of the minutes of the Finance Committee dated 26<sup>th</sup> October and 11<sup>th</sup> January 2021 with attached proposals for the precept requirement 2021/22.</p> <p>The Deputy Chairman, who also held the position of Finance Committee Chairman, explained the reasoning behind the projections, which would, if agreed, result in an increase of 1.5% on the band D Parish Council's element of the 2021/2022 council tax liability.</p> <p>Councillor M Armitage proposed the acceptance of the Finance Committee recommendations. This proposal was seconded by Councillor C. Hughes and passed unanimously.</p>	Deputy Chair
<b>6.</b>	<p><b>Councillor Reports</b></p> <p><b>i) Community Enhancement Tree Planting and Wildflower Scheme (Cllr. A. Phillips)</b> The Chairman thanked Councillor A. Phillips for her precis of the update of the Tree Planting scheme at The Green Martin Hussingtree. Included in the precis was a proposal for a further allocation of funds for expansion of the bio-diversity scheme by the planting of wildflowers at the Green. The precis had been circulated to all councillors with the agenda prior to the meeting and is appended to the minutes.</p> <p><b>ii) Flooding Issues (Cllr. M. Armitage)</b> Cllr. Armitage spoke about long-term and continuous flooding issues along Hindlip Lane in the vicinity of the Well House residence. A suggestion was made that s106 monies might be utilised to alleviate this issue. The Chairman asked Cllr Armitage to report the flooding issue to County Highways via the on-line reporting system in the first instance.</p> <p><b>iii) Remembrance Day (Cllr. B. Meddings)</b> The Chairman thanked Cllr. Meddings for her precis of the Remembrance Day event indicating representation and procedure, which had been circulated with the agenda to all members prior to the meeting.</p>	
<b>7.</b>	<p><b>Salwarpe Village Hall Committee Report (Council Representative - Cllr.J.Hill –</b></p> <p>Councillor Hill reported that the Hall remained closed due to Covid-19 restrictions. The Caretaker continued to undertake regular security checks of the property and inspection and maintenance of the defibrillator which was located externally near the entrance door. The Hall had been offered for use by the NHS in the vaccination programme. This offer was yet to be accepted.</p>	
<b>8.</b>	<p><b>Reports by District Councillors</b> No urgent matters reported.</p>	
<b>9.</b>	<p><b>Progress on Items form the Minutes of 20<sup>th</sup> January 2020</b></p> <p>No urgent updates – In abeyance</p>	
<b>10.</b>	<p><b>Finance</b></p> <p><b>a) Review and ratification of payments made and received since the last meeting (see Appendix 1)</b> Approved</p> <p><b>b) Report on year to date expenditure compared to budget</b> Agreed</p> <p><b>c) Consideration Of Grant Request of £1080 by SHMH PCC towards Churchyard and Burial Ground Cost (Cllr. D Luscombe – Non- pecuniary interest declared. Abstained from discussion and vote)</b> Councillor A. Phillips proposed acceptance of the request as an allocation for this purpose had been made in the 2020/21 budget. The proposal was seconded by Councillor M. Armitage and carried unanimously by all councillors eligible to vote.</p> <p><b>d) Parish Council Maintenance Contract 2021/2022</b> Top Cut Ltd had submitted a proposal for the Parish Council's Maintenance Contract 2021/22. This proposal had been circulated to all councillors prior to the meeting, Councillor A. Thawley, proposed acceptance, in accordance with amendments made to the Financial Regulations on the 8<sup>th</sup> July 2020. The proposal was seconded by Councillor D Luscombe and passed unanimously</p>	

<p><b>11.</b></p> <p><b>a) Planning Applications</b> Noted</p> <p><b>b) Enforcements and Appeals</b></p> <p><b>c) Temporary Granted Permissions</b> Noted.</p>	<p><b>Planning Consultations - Appendix 2-4</b></p>	
<p><b>12.</b></p> <p><b>i) Councillor J.Hill: Newland Common Road:</b> Overgrown roadside hedge at 'The Haining'. All road diversions had now been cleared. The road safety issue and promised hedge cutting to be undertaken by County Highways required activation as previously agreed.</p> <p><b>ii) Councillor A.Thomas: Ladywood Road:</b> Erosion of verge sides and deep ruts on West side of road commencing at Martin Brook to Knoll Farm resulting from varied road diversions to be reported online to County Highways for remedial works.</p> <p><b>iii) Councillor B.Meddings: Ladywood Road:</b> To note -Fly tipped bin bags reported to Wychavon Waste Department Ref: 69871 had been collected within 24 hours.</p> <p><b>iv) Cllr. M. Armitage:</b>Flooding Issues</p> <p><b>v) Cllr. J. Brodrick:</b> Drains, Lights at Worcestershire Warriors Rugby Club</p> <p><b>vi) Cllr. C. Hughes:</b> Church Lane erosion of highway</p> <p><b>vii) Cllr. A. Phillips:</b> Proposal for s106 funds application for the clearance and replanting of Brownheath Common in accordance with the Worcestershire Wildlife Trust Natural Networks report dated May 2019</p>	<p><b>Councillor Reports and Items for Future Agendas</b> Councillors were asked to contact the Clerk by email with future agenda items and the following items were received post meeting-:</p>	
<p><b>13.</b></p> <p><b>a) Defibrillator</b></p> <p>(i) Renewal of Battery due November 2022. (ii) Pads expiry date June 2022 (iii) Warranty of AED expiry April 2024.</p> <p><b>b) Memorial Land.</b> Possessory Title 2024. Possessory title to be finalised with Land Registry.</p> <p><b>c) Pensions Regulator.</b> Auto enrolment compliance. Re-declaration made 6<sup>th</sup> March 2020. Next redeclaration due March 2023.</p>	<p><b>Items Carried Forward</b></p>	
<p><b>14.</b></p>	<p><b>Date of Next Meeting</b> A virtual Annual Parish Meeting followed by the Parish Council meeting would be held at 7.00pm on the 15<sup>th</sup> March 2021. To be confirmed and advised on the Parish Council's website.</p>	

**No Police Incident Report available for the duration of the pandemic**

There being no further business the Chairman closed the meeting at 7.36pm.

Signed..... Date

Chairman

## Proposal to plant wild flowers on Martin Green & Salwarpe Memorial Green

4 oak trees have been planted on Martin Green in December 2020 at a cost to the Parish Council of £463.49 plus approx £100 planting costs.



The tree choice and planting positions were in line with the report from Worcestershire Wildlife Natural Networks report dated May 2019. Indigenous species, including butterflies and moths, have crashed since the 1970s for a variety of reasons including loss of habitat. The choices of planting aim to join up local pockets of woodland and meadow in order to spread insect populations.

The report also proposes wild flower swathes on the roadside edge of Martin Green and the area behind the memorial on Salwarpe Green. 97% of UK wildflower meadows have been lost since 1945. A wildflower meadow planted in the barbian 10 years ago now supports 200 species of invertebrate. Wildflower meadows need to be planted in spring.

Wild flower seed mixtures are readily available and could be planted by local residents. The Groundsman will need to cut the greens prior to planting and could leave a small border to divide the wild flowers from the rest of the green. Annual maintenance of wild flower meadows is specific but minimal so is unlikely to increase the annual maintenance costs. Propose planting a 4m wide swathe around the A38 & A4538 edges of the green.

The report recommends plant plugs such as cowslips & primroses for Salwarpe Green in the area at the back of the green (not around the memorial or wooden bench)

Wetland seed mix EM8 for part of Martin Green 4g/sqm coverage £60/kg Emorsgate seeds	
Cover 1000sqm	£240
Flower plant plugs for Salwarpe from Jackson's nurseries	£576
<b>TOTAL</b>	<b>£816</b>

Propose approving £1000 max to plant a wildflower meadow from seed on Martin Green and wildflower plugs on Salwarpe Green.

Alison Phillips 09/01/21

REPORT TO PARISH COUNCIL MEETING 18<sup>th</sup> JANUARY 2021  
**NOVEMBER 2020 REMEMBRANCE DAY CEREMONY**

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The Team Rector of Salwarpe Church confirmed that due to the Government's Coronavirus Pandemic restrictions on public worship and gatherings. The Remembrance service planned for Sunday 8<sup>th</sup> November had been cancelled.

On behalf of the Parish Council, I arranged to hold a simple form of the Remembrance wreath laying ceremony at Salwarpe War monument with limited public in attendance on the actual Armistice day Wednesday  
11<sup>th</sup> November 2020.

At 11am: the Two minutes silence was observed followed by Councillor B.Meddings reading out the names of parishioners who died in WWI and WWII recorded on the Monument; ending with the reading of the Remembrance poem 'For the Fallen' by Lawrence Binyon.

County Councillor T.Miller laid a wreath on behalf of Worcestershire County Council.

Councillor A.Thomas laid a wreath on behalf of the Parish Council.

Resident Mrs J.Thomas laid a wreath on behalf of parishioners.

Resident Mrs R.Grave placed a wooden cross in memory of the former Rector of Salwarpe, RNVR Chaplain killed in WWII.

Councillor D.Luscombe laid a wreath on behalf of the Parochial Church Council.

Councillor M.Armitage attended; making a total of 11 persons in attendance.

In compliance with the Coronavirus restrictions; social distancing was observed throughout along with separated dispersal at the conclusion of the ceremony.

Councillor Barbara Meddings  
18<sup>th</sup> January 2021