

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

---

**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
held at Salwarpe Village Hall Monday 17<sup>th</sup> November 2008**

**PRESENT:** Cllrs Ms B. Meddings Chairman; Mrs C. Hughes; Mrs M. Armitage; Mrs P. Edwards. Messrs. J. Hill; John Brodrick; James Brodrick; A. Thomas; G. Harrison; R. Hatfield

**IN ATTENDANCE:** District Cllr. A. Fisher  
District Cllr. T. Miller  
Mrs J. Felton (Clerk)  
4 members of the public

1. **APOLOGIES FOR ABSENCE:** County Cllr E. Sheldon
2. **DECLARATIONS OF INTEREST:** Cllr A. Thomas re. Planning application W/08/02873/PP – friend of property owner.

3. **MINUTES:**  
The Minutes of the meeting held on 15<sup>th</sup> September 2008 had been circulated, these were approved subject to two handwritten amendments and signed as a correct record.

4. **PROGRESS REPORTS:**

1. **Progress reports:** For information

- a. **Cllr. Meddings**

- i. Removal of telephone Kiosk-Copcut Lane (9a/09/08)  
Due to the lack of public response to the notices advising of the possible removal of the telephone kiosk **it was decided** that the council would not pursue its retention.
- ii. Clerk contract and training  
The Clerk's employment contract has been issued and signed by both parties. **It was agreed that** CALC training should be undertaken by the clerk in accordance with budgeted provision.
- iii. Martin Brook  
The Chairman had met Wychavon Land Drainage Inspector, Carl Lister and the landowner Mr. P. Terry on site. **It was agreed that** the flooding problem resulted from neighbouring properties' tree and hedge trimmings accumulating in the brook and that Mr.Terry would arrange to pollard the overhanging willow trees.

- b. **Clerk**

- i. Gates on Martin Hussingtree Green  
The work is to be carried out by Yarnold Welding before the end of November
- ii. Joint Core Strategy Proposals  
Copies of the council's response were circulated.

## HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

---

- iii. Co-option of a Councillor for the Salwarpe vacancy  
As the vacancy is for a post left unfilled at the time of the last election it can be filled by co-option. A notice has been placed in the Parish & Community News December issue inviting enquiries. Notices will be posted on the notice boards requesting applications be submitted for consideration at the next council meeting
- iv. Parish Council Web Site 9.b 09/08  
The clerk reported that the County council has created a 'My Parish' website which can be populated by each parish. This will be launched early in 2009 as soon as 30 parishes have populated their sections. **It was agreed that** the clerk would begin as soon as possible.
- v. Traffic Issues
- v.i Extension of existing double white lines on A4538 to include junction with Hindlip Lane. A request has been made to the Highways dept. and feedback is being awaited.  
**It was agreed that** the clerk should request installation of a T-Junction sign
- v.ii Traffic Lights Martin Hussingtree 9.d /09/08 This has been reported to West Mercia Police Traffic Dept who agreed to monitor the situation.
- v.iii Signage on the WRFC roundabout, Pershore Lane  
Safety concerns received from residents have been forwarded to Highways dept. A stage 3 safety audit has been conducted by the Dept. and it was recommended that extra lane arrows be placed on the carriageway.  
**It was agreed that** Cllr. Sheldon be asked to pursue this matter with the Highways committee and that multidirectional arrows be requested for the inside lane as per the highway Code.
- v.iv 20mph speed limit West Mercia Police HQ  
A 20 mph speed limit sign has been erected and the road painted with a 20 limit on the lane leading to West Mercia Police HQ, from the bend on Hindlip Lane opposite Court Farm. The County Highways Liaison Engineer, Roy Fullee has reported that the section alongside Woodside Cottages is not maintained by the Highways authority. It was felt this implied that it was a private road within the police estate with Public Right of Access only being granted by the police. It was felt that this was incorrect and could lead to loss of public access to other parts of the estate. **It was agreed that** the matter be brought to the attention of County Cllr Sheldon and he be requested to further investigate historic highway records with the County Highways Liaison Engineer.
- v.v Street lighting south of the canal on Pershore Lane.  
Lamp standards have been installed but are not presently operational. Concerns have been expressed about potential encroachment of additional lighting into the green belt. **It was agreed that** County Cllr Sheldon be asked to pursue this matter via the Highways Engineer.

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

---

v.vi Overgrown Hedges Pulley Lane  
County Highways Liaison Engineer has requested highways maintenance team to make inspection.

v.vii Woodland Trust Entrance – Litter Problem .A request for a litter bin has been submitted to Droitwich Town Council.

- vi. Road Defects submitted 22/9
- vi.i Pothole Strand Lane/Church Lane Junction –this has been re-reported as it has not yet been dealt with.
  - vi.ii Overgrown Hedge Pershore Lane/Martin Green This has been inspected by the highways dept. and although high it is not deemed to be a safety risk and no action will be taken..
  - vi.iii Blocked drains Ladywood –A jetter will be deployed within next 3 weeks to clear the blockage.
  - vi.iv Flooding Drury Lane (9.c 09/08) – **It was agreed** that this be included in the works carried out as part of the Minor Highways Allowance (Agenda Item 9.g)

### **c. Cllr. Thomas**

- i. Memorial Bench This was installed prior to the Remembrance Day Service. It was agreed that the clerk should check that it is covered by the Council's Insurance.
- ii. Remembrance Day Service This was well attended. Cllr Thomas laid a wreath on behalf of the Parish Council and parishioners who had lost loved ones in war.

### **d. Cllr. Hughes**

- i. Code of Conduct  
Both Chairman and Vice Chairman had attended training on the code of conduct, which was adopted in May 2007 but is currently under review ,with amendments due to be received early in 2009 and which is being extended to apply to employees - the parish clerk. Cllr Hughes stressed that it was very important for each individual member of the Council to ensure that their register of interests was fully up to date. Each member was issued with a copy of the Complaints Procedure.

## **5 FREEDOM OF INFORMATION ACT**

**It was resolved that the** New Model Publication Scheme be adopted and that a working party comprising Cllrs. Hughes and Edwards and the Clerk be set up to formulate the content of the scheme for implementation on January 1<sup>st</sup> 2009

## **6. FOOTPATHS OFFICE -HINDLIP**

**It was agreed** that the Clerk should write to the Area Access Officer at Worcester County Council recommending that Mrs. J. Grotefeld be appointed as Footpaths Officer for Hindlip. It was noted that there is a

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

---

mandatory induction course for footpath officers and that once this has been completed the officer will be fully insured by the County Council.

9.15pm In view of public interest in the item SWJCS Response the Chairman proposed that the Council adjourn for a short period for a member of the public to be permitted to make observations on the matter and to put questions to the Council. District Councillors were invited to speak. The Chairman thanked the Public for their input.

9.25pm The Chairman called the Meeting to order to reconvene.

7. **CORRESPONDENCE** Noted as per Appendix 1

### 8. **REPORTS OF COUNTY & DISTRICT COUNCILLORS**

#### a. **District Councillor T. Miller**

i. Advised of the new Freephone Telephone Number for contacting West Mercia Police HQ on non-emergency matters 0300 3333 000. Clerk to publicise on Notice Boards.

ii. Suggested that the council consider scheduling a joint training meeting with North Claines PC/Wychavon Planning Dept in January/February 2009 (to provide Cllrs with information on new planning regulations).

### 9. **FINANCE**

- a. Payments made since last meeting (Appendix 2) were noted and approved.
- b. Preparation of the 2009 precept It was agreed that the Finance Committee should meet at 2pm on Tuesday December 16<sup>th</sup> to complete preparation of the 2009 precept for consideration at the next council meeting January 5<sup>th</sup> 2009
- c. Tree inspection (Martin Green/War Memorial) **It was agreed that** two further quotes be obtained by the clerk in addition to that provided by Roy Finch.
- d. Revised salary rates for Clerk **It was agreed that** the new rates be implemented and that this should be back dated to April 1<sup>st</sup> 2008 as recommended by NALC.
- e. Implementation of telephone/internet banking arrangements –for information Telephone banking arrangements are in place internet arrangements will be in place shortly.
- f. Donation to the Parish Community News Magazine: **It was agreed that** a £50 donation be made to the Parochial Church Council to cover the insertion costs of the Council's notices for the year.
- g. County Council Minor Highways Maintenance Allowance  
Cllr. E. Sheldon has made £1000 available to the Parish under the minor highways maintenance scheme, for works normally carried out by a Parish Lengthsman. **It was agreed that** M. Lovett of Top Cut Mowing who currently undertakes our grass and vegetation maintenance contract be requested to prepare a schedule of works plus a quotation.

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

---

**10. DEVELOPMENT CONTROL**

- a. New applications – for information As per Appendix 3
- b. Enforcement Actions
  - i. IN/08/00143 Court Farm Development control officer, W. Gairns has recently visited the site and activities are not yet resolved. The Clerk is to ascertain the applicable business rates
  - ii. IN08/00277 David Nurseries The illuminated sign is still in use – the owner has been advised of the need for a planning application to regularise the matter.
  - iii. W/08/00276 Copcut House re-rendering –In abeyance
- c. Water Management: it was agreed that the comments form supporting the proposals be completed and submitted by the clerk.

**11. ITEMS FOR REPORT OR FUTURE AGENDA:**

None

**12. DATE OF NEXT MEETING**

**Monday 5<sup>th</sup> January 2009 at Salwarpe Village Hall.**

There being no further business the Chairman closed the meeting at 22:28 hrs

---

Chairman – 5<sup>th</sup> January 2009

**Public Question Time**

**7.30 -7.45 p.m.**

Mr. and Mrs. J. Clark presented Councillors with correspondence relating to their failed purchase negotiations of the property 3 Drury Lane, Martin Hussingtree, which is subject to an agricultural condition.

It was felt that matters of additional clauses were between the parties concerned and that it was inappropriate for the Council to intervene. **It was agreed that** a letter would be written to Wychavon Development Control Dept expressing the importance of maintaining the retention of Agricultural conditions on rural properties.

**9.15 -9.25 p.m.**

Mr. M. Webb of the Salwarpe Action Committee (set up to express concern re. impact of the SWJC proposals on the Salwarpe Conservation Area) informed the council of the representations made by local residents and reported difficulty in monitoring comments online at [www.swjc.org](http://www.swjc.org)

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

---

**APPENDIX 1: CORRESPONDENCE RECEIVED 16-09 -2008 TO 17-11-2008**

27-08-08	Communities& Local Govt	Enforcement of Byelaws
12-09-08	Worcs. CC	Minerals & Waste Local Dev. Scheme
16-09-08	Wychavon DC	Conf. receipt: Flood Data Sheets
20-09-08	West Mercia Police	Wychavon Policing Matters Group
22-9-2008	Wychavon DC Stds Committee	Training invitation
30-09-08	Wychavon DC	Info for Wychavon Website
12-10-08	West Mercia Police	Equality Questionnaire
15-10-08	Wychavon DC Planning	Water Management Consultation
27-10-08	Worcs CC	Road Closure Middleton Bridge
30-10-08	Worcs. CC	Children & Young People Strategic Partnership
Oct 2008	Festival Housing	Annual Report
5-11-08	SWJCS	Receipt of Comments
12-11-08	Wychavon	Stds Committee Meeting Agenda
Nov 08	Wychavon Sports Activator	Free Sports taster sessions
13-11-08	North Claines PC	Carol Service Invitation

**APPENDIX 2: PAYMENTS MADE TO 17-11-08**

Cheque No	Payee		£
101244	Top Cut Mowing	Maintenance	293.75
101245	S. Harfield	Clerk Expenses	90.33
101246	Fernhill Heath Chapel	Room Hire	26.25
101247	J. Felton	Clerk Salary/Expenses	176.04
101248	B. Meddings	Expenses	121.80
101249	Top Cut Mowing	Ditch Clearance	176.25
101250	Salwarpe Village Hall	Room Hire	10.00
101251	J. Felton	Clerk Salary/Expenses	577.87
101252	B. Meddings	Chairman's Allowance	50.00

**Cheque to be issued at meeting:**

101253	Fernhill Heath Chapel	Room Hire SWJC strategy	24.00
--------	-----------------------	-------------------------	-------

**Receipts:**

7-11-08	N. Claines PC	50% Meeting Costs SWJC Strategy Consultation	13.86
---------	---------------	--	-------

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

---

## **APPENDIX3: DEVELOPMENT APPLICATION CONSULTATIONS /DECISIONS RECEIVED SINCE LAST COUNCIL MEETING: 15<sup>TH</sup> SEPTEMBER 2008**

**H= Hindlip. M.H=Martin Hussingtree & S= Salwarpe**

### **NEW**

Dev No. Comments*	Applicant	Council
W/08/02536/PP	Mr M. Solimanifar, Ashford House, Martin Hussingtree (M.H) Construction of new basement between existing house and garage.	Object
W/08/02873/PP	Mr M Weston Offerton Farm, Hindlip (H)  Erection of new 2 story building (retrospective)	Currently under consideration

### **AMENDED**

W/08/02291/PP	Mrs M. Armitage, The Manor, Spellis Green Hindlip Lane (H)  Construction of new Garage and Store	General observation
---------------	--	------------------------

### **DECISIONS RECEIVED**

W/08/02124/PP	Mr P Pownall Barn 2 Newland Farm (S) Wood burning stove with chimney	Granted
W/08/00219PP	Mr M Ronan1 Martin Green Cottages A38 (M.H) Removal of conditions 5,6,7,8 &9 of planning permission all relating to highway matters.	Granted
AB/08/02381/AB	Mr. H. James Martin Court Church Lane (M.H) Re-aligned agricultural road.	Granted
W/08/02047/LB	British Waterways Lock 16 Offerton Lane (H) Warning signs on lock beams	Granted
W/08/01807/PP	Mr C Baker 2 Drury Lane (M.H) Single storey rear extension	Granted

### **WITHDRAWN**

603495	Worcs C.C. Worcester Rugby Club, Sixways (H) Removal of planning condition No 4, Park and Ride Terminal to allow dual use facilities of Rugby Club premises.
--------	--

\* **Comments: Full details can be found on**  
<http://wychavon.whub.org.uk/home/wdcindex/wdc-planning/wdc-planning-app/wdc-planning-app-search.htm>