

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

## Minutes of the Meeting of Hindlip Martin Hussingtree & Salwarpe Parish Council held at 7.30 p.m. on Monday 15<sup>th</sup> March 2010 at Salwarpe Village Hall.

**Public Question Time – No members of public attending**

### The Parish Council meeting convened at 7.45pm

**PRESENT:** Councillors:  
Ms B Meddings - Chairman;  
Mrs M Armitage; Mr Jim Brodrick; Mrs P Edwards; Mr G Harrison; Mr R Hatfield;  
Mr J Hill; Mrs C Hughes; Mr D Luscombe; Mr A Thomas

**IN ATTENDANCE:** District Councillor A Miller  
Mrs E Meredith (Clerk)

#### **1. Apologies:**

Were received from County Cllr E. Sheldon, District Cllr A Fisher, Cllr John Brodrick

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

Councillors were reminded of the need to:

- a. update their register of interest
- b. to declare any Personal interests in items on the agenda and their nature
- c. to declare any prejudicial interests in items on the agenda and their nature.

#### **Personal Interests Declared:**

Cllr J Hill	Brown Heath Common	Landowner of adjacent farmland
Cllr A Thomas	Copcut Scoping Document	Farming of land covered by Scoping Document

#### **3. Minutes:**

The minutes of the meeting held on 18<sup>th</sup> January 2010 were approved and signed as being a correct record.

#### **4. Progress Reports:**

##### **a. Clerk:**

##### **i. Insurance damage claims The Green**

- a) Accident 5<sup>th</sup> Oct 2009. The Clerk has registered the claim with the driver's insurers, Chartis, and is in process of submitting the final claim documentation. The total claim is £215.75.
- b) Accident 10<sup>th</sup> Nov 2009. Our Insurers, Allianz, did not consider the claim substantial enough to warrant the total £78.00 being claimed for administration costs. They have however, as a goodwill gesture, paid a final settlement of £40.00 to cover these costs.

The clerk is to pursue the reclaim of the £125.00 excess deducted from the initial claim payment made by the insurers.

##### **ii. Highways, Hedges, Potholes**

- a) The highway sign "Not Suitable for HGV's", at the junction of Strand Lane and Ladywood Road, Martin Hussingtree, had been removed while roadworks at Fernhill Heath were underway. The requirement for reinstatement of the sign has been notified to the Highways Dept and the clerk has received confirmation this is to be reinstalled.

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

- b) Overgrown hedge Copcut Lane / Chawson Lane – it has been established the section of hedge along this section is not in private ownership and is therefore the responsibility of the Highways Dept to maintain. Highways have confirmed the matter will be investigated.
- c) Erosion to bank corner of Copcut Lane / Chawson Lane – the bank is eroding when weather is wet, causing mud to cover the junction, creating a hazardous slippery surface. The Highways Dept have referred this to Wychavon District Council for investigation in the first instance as it may be a land drainage issue.
- d) Overgrown hedges – letters have been issued to 2 landowners regarding overgrown hedges. Establishing responsibility for hedges (i.e. private landowners or Highways Dept.) is often difficult and can cause delays in remedial works being undertaken.
- e) Overgrown hedge at Pear Tree, Smite – the clerk is to write to owners as this hedge is now extremely overgrown into the roadway.
- f) The name plate in one road sign at the junction of the north Drury Lane junction to the A38 is missing. The frame is still in place, although now bent. This has been reported to Wychavon District Council. A response is awaited.
- g) Parking in Offerton Lane – vehicles have been parking within the fenced and gated area on the left hand side of Offerton Lane. The Clerk has written to Worcs County Council expressing concerns on Public Safety and highlighting this forms part of the public highway. Worcs CC have confirmed the matter is being looked into and a full response will be provided shortly.
- h) Potholes - It has been noted that various potholes have been rectified but many remain unrepaired.

The potholes on the corner of Chawson Lane have been repaired but have since reappeared.

In the process of potholes being repaired Hindlip Lane, debris has lodged in drains causing blockages.

A serious pothole in Hindlip Lane, near Well House is to be reported to North Claines Parish Clerk.

The Clerk to review the status of all potholes currently logged for repair.

- iii. **Copcut – Litter & Advert Boards.** The excessive litter at the junction to Copcut Lane with the A38 was reported to the Street Care Team at Wychavon District Council. As a cost was involved in clearing the litter, the Chairman approached the owner of the Copcut Elm public house who subsequently used his staff to carry out a litter pick.

It was also agreed that advert boards on the verges at the front of the pub would be moved back from the highway, as these were blocking the sightline of drivers at the junction.

- iv. **PO Box** – Royal mail failed to set up the new PO Box w.e.f. 18<sup>th</sup> January as contracted, resulting in mail not being delivered to the Clerk for over a month. An extension to the contract has now been confirmed with the renewal now being 1<sup>st</sup> March 2011.

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

- v. **Lengthsman Scheme** – The invoice of £925.00 in respect of the Lengthsman Scheme for 2009/10, was submitted on 11<sup>th</sup> January 2010. This was due to be paid by Worcs County Council under the grant from County Cllr Ted Sheldon. In order for this to be settled it has been necessary for a 'Parish Lengthsman Annual Agreement' to be signed.

Worcs CC are keen for all parishes to formally join the Parish Lengthsman Scheme and an offer has been made for David Hunter the Scheme Manager to come along to a council meeting to explain more about the scheme and the implications of joining.

It was agreed this would be added as an agenda item to the Parish Council Annual General Meeting on 17<sup>th</sup> May 2010, for further discussion.

- vi. **Travellers meeting** – The Chairman, Cllr C Hughes, Cllr Jim Brodrick and the Clerk attended a Discussion evening for Parish Councils held by Wychavon District Council. An informative meeting, although some aspects did not reflect actual experiences within the three parishes.

Many concerns were expressed about incidents in the vicinity of the Smite Gypsy Site and it was agreed that a formal log of incidents and complaints reported would be recorded going forward. It was noted that responsibility for offences must be clearly established and assumptions could not be accepted.

The Chairman has now produced a 'Procedure for Illegal Traveller Encampment' which sets out actions to be taken and all relevant contact details. This will assist in swift action being taken should the need arise.

## b. Chairman

- i. **Disparity in Planning decisions** - The Chairman clarified planning regulations on the size and siting of caravans.

### Under the Caravan Sites Acts 1968 & 2006

The definition of a caravan – up to size:

20 metres in length

6.8 metres in width

3.05 metres in internal height

The siting of a caravan to provide '**Dry resting & Refreshments facility**' in connection with Agricultural operations or ancillary purposes in connection with '**Approved Use**' of the land – is considered **PERMITTED DEVELOPMENT** provided that the caravan is not used for overnight living accommodation.

Use of a caravan / mobile home for domestic purposes and **not ancillary** to the Livery use is not permitted.

- ii. **The Pond Repairs – SO 2/07.07 – Urgent Decision made under this delegation.**  
David's Nurseries requested an urgent meeting with the Parish Council on site at the entrance to Ash Lane, alongside the pond. Damage to the edge of the entrance to Ash Lane had been caused by delivery lorries and was impacting and damaging the edge of the pond in the ownership of the Parish Council.

David's Nurseries agreed to cover all costs of reinstatement and required the Council's permission to carry out repairs to the pond. A written specification of repairs was agreed by the Chairman and Cllr John Hill and works have subsequently been carried out. A final inspection of the works will be undertaken to ensure repairs have restored the site to the required standards.

- iii. **Misc Issues** - None

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

## c. Vice Chairman

### i. Staffing Committee – Clerks review

The review covered the first 3 months of the clerks employment. A very limited handover, a high volume of planning applications and severe weather conditions created a difficult induction period. Satisfactory progress is being made.

## 5. Correspondence

### i. SWJCS/SHLAA - Crest Nicholson held a follow up Public Open Day on 4<sup>th</sup> March 2010, to exhibit their proposals for a potential site west of the A38 Droitwich Road, north of Fernhill Hill. The Chairman, Vice Chairman and Clerk attended the preview session.

The developers were challenged over the north boundary line of the site and whether this was actually in the Martin Hussingtree Parish.

Concerns were expressed over drainage to the new site, especially in view of existing drainage and flooding problems in the area.

It was noted that the latest plans show additional tree planting to the north boundary with Martin Hussingtree and the open space area is also on the north end bordering the A38.

The land is within the Green Belt and as such not a recognised development site. The Green Belt Review for South Worcestershire is due to be published in late March 2010, which may provide further clarity on the potential for development.

### ii. Droitwich Canal issues –

British Waterways have confirmed the following:

- Works on the top locks have not yet been completed and as such restoration works are not complete in this area. Once complete, any damage to verges and banks caused by these activities will be addressed.
- British waterways will be taking over maintenance of the canal in late spring / early summer when the issue of litter will be addressed in partnership with their volunteers and local community.
- The bridge at Ladywood is owned by Worcs County Council and not within their remit to repaint.

The Parish Council agreed it would be preferable not to repaint the bridge and no further action will be taken on the matter.

Clarification is being sought on regulations within the Conservation Area along the canal from Salwarpe village to Ladywood. A point of principle needs to be established regarding hedges being breached by landowners in order to gain access to the canal banks, and if such action is a breach of regulations.

### iii. Fly tipping adjacent to Smite Gypsy site – Waste has been tipped on land between the boundary chain link fence of the Smite Gypsy site and the boundary hedge of a local landowners field. It has been established the land is owned by Worcs County Council who have confirmed that once the ground is sufficiently dry to allow vehicles onto the site, the waste will be removed and preventative measures taken to discourage further tipping. The work will be carried out under a community project to tidy up the surrounds of the site.

### iv. Flooding Drury Lane – Works being carried out in Drury Lane by Severn Trent Water have overrun on the estimated completion date of 5<sup>th</sup> March, but are now nearing completion.

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

- v. **Top Cut Services reference** – a Contractor Reference has been supplied to Droitwich Town Council for Top Cut Services.
- vi. **Brownheath Common SO 2/07.07 – Urgent Decision made under this delegation**  
An urgent on site meeting was held at Brownheath Common on 24/02/10, following which the Chairman issued a letter to Mr J Hill of Saints Farm, requesting his assistance in trimming back the overgrown undergrowth on the track adjacent to the lane opposite the grounds of Brownheath House.

Planning Application W/06/02244 - The Parish Council have written to Legal Services, Wychavon District Council on 01/03/10 and 09/03/10, providing information on ownership and established rights of way on the track to the north west part of Brownheath Common, which leads from Brownheath Lane to the Old Forge.

The council requested the Planning and Highway Authority should view sympathetically the setting of the historic character of the access track when considering applying any type of urbanised highway splays, in this quiet and unspoilt area of Green Belt.

Cllr J Hill advised the Legal Services Department now require a letter from the Parish Council confirming access to the Old Forge is granted on this track.

- vii. **Ramped kerbs at new junction to A38 – Martin Court**  
A letter has been received from Mr H James of Martin Court, advising the contractor for the works has liaised with the Highways Dept. and confirmed low kerbs will be installed as soon as work recommences, now the weather has improved.
- vi. **3<sup>rd</sup> Parish Conference** – The Clerk will be attending this conference on 30<sup>th</sup> March 2010.
- vi. **Sixways Park & Ride lighting** – The Parish Council contacted County Cllr Derek Prodger following a BBC radio programme where he highlighted the County Council were making savings on lighting throughout the County. The Park & Ride at Sixways has for a long time been noted to have unnecessary lighting after closing hours.

Cllr Prodger has advised that the County Council is not paying for any lighting at this site yet as agreement is still being processed. The County Council will in time only pay for Park and Ride use.

Cllr Hatfield pointed out that the Park & Ride site is used by nurses travelling to the Royal Worcester Hospital late at night and in the early hours of the day. Lighting to the site is essential for their safety.

Parish Councillors commented that light pollution appears to have reduced recently.

## 6. District Councillors Report

- i. **District Cllr Tony Miller** apologised for not attending the Travellers meeting due to health reasons.

He confirmed the next training session available for Parish Councillors will be 'Permitted Development'.

No further updates were available on the SWJCS or Green Belt strategy, which is still ongoing.

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

---

## 7. Finance

- i. The Clerk presented a review of receipts/payments made since last meeting along with a summary of the year to date expenditure compared to the precept budget. See Appendix 1.

Expenditure year to 15<sup>th</sup> March 2010 is £9,627 compared to the full year budget to 31<sup>st</sup> March 2010 of £10,800.

It was noted the invoice for the burial grounds had not yet been received (estimated £850). Clerk to contact Mr J Hughes in order to ensure payment is made in this financial year ended 31<sup>st</sup> March 2010.

## 8. Development Control Consultations

- i. Updated applications – see Appendix 2
- ii. Enforcements:
  1. IN/08/00132 Court Farm. Unauthorised activities.
  2. IN/08/00142 Court Farm. Storage of road planings. - Matter referred to County Council – Clerk to obtain update.
  3. IN/08/00276 Copcut House LB. Incomplete external rendering.
  4. IN/09/00472 Ashford House. Removal of container in Conservation Area -Enforcement Officer to contact property owner to establish if works have been completed.
  5. IN/09/00577 Court Farm. Listed Dairy Building. Removal of roof tiles - Clerk to obtain update.

## 9. Councillors Reports & Future Agenda Items:

- i. Cllr Hatfield reported that Council Tax Bills currently being issued showed misleading information regarding the Parish Council precept. The total precept for all 3 parishes is being shown as the precept for each individual parish. The format of the billing details differs from prior years. Clerk to contact Wychavon District Council.
- ii. Cllr Armitage reported that although the size of the mound is reduced, road planings are still being moved in and out of the Court Farm site, contrary to the end of February 2010 deadline. Clerk to contact Worcs County Council.
- iii. Cllr Jim Brodrick reported that roof tiles were now being removed from the Victorian Stable Block at Court Farm. Clerk to contact Carol Ashman, Senior Conservation Officer at Wychavon District Council.
- iv. Cllr Hughes reported that construction work for a new store and toilet building had started on Martin Church.
- v. Cllrs D Luscombe and G Harrison were provided with copies of the Copcut Scoping Report. Cllr A Thomas had already received a copy prior to the meeting. The deadline for responses to the report is Monday 22<sup>nd</sup> March 2010.

## 10. The date of the next meeting:

Monday 17<sup>th</sup> May 2010 at Salwarpe Village Hall. This will be the Annual Parish Council Meeting.

There being no further business the Chairman closed the meeting at 10.00pm

Signed .....

Ms B Meddings, Chairman

Date: 17<sup>th</sup> May 2010

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

## APPENDIX 1 - Payments and Receipts made since 18th January 2010

### Payments

Date	Chq no	Payee	Description	Amount
18/01/2010	317	Salwarpe Village Hall	Hire of hall - Jan & mar 2010	£20.00
18/01/2010	318	B J Meddings	Chairmans Allowance	£50.00
09/02/2010	319	E Meredith	Clerk - Jan 2010	£398.78
26/02/2010	320	E Meredith	Clerk - Feb 2010	£323.65

### Receipts

30/01/2010		Allianz	Insurance Claim reimbursement	£202.75
To be banked		Allianz	Insurance Claim reimbursement	£40.00

### **Balances as at 15th March 2010**

Current Account	£652.93
Deposit Account	£8,154.12
Total Reserves	£8,807.05

### **Creditors**

E Meredith	Clerk - Mar 2010	approx	£300.00
------------	------------------	--------	---------

### **Debtors**

Worcs County Council	Lengthsman Scheme grant to be received		£925.00
----------------------	--	--	---------

**Statement date - 15th March 2010**

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Meredith, PO Box 823, Worcester WR1 9BP  
Tel: 01905 754086 Email: hindlipmartinandsalwarpepc@yahoo.co.uk

## APPENDIX 2 - Development Control (9<sup>th</sup> January 2010 – 8<sup>th</sup> March 2010)

New Applications				
Dev No	Location	Proposal	Council	Action
W/10/00005/PP	3 Sling Lane, Hindlip	Single Storey rear extension and loft conversion	Hindlip	General Observations
W/10/00273/AA	Worcester Warriors, Sixways, Hindlip	Temporary Totem Sign (retrospective)	Hindlip	General Observations

Awaiting Decisions				
W/09/02551/CU	1 Laundry Cottages	Change of use from equestrian to blinds manufacturing unit	Martin Hussingtree	Pending Consideration
W/09/01357	Four Acres Nursery	Demolition of existing bungalow and erection of new two storey dwelling	Martin Hussingtree	Pending Consideration
W/06/02244	Old Forge, Brown Heath	Conversion of the Old Forge into a single residential unit	Martin Hussingtree	Pending Consideration

Amended Applications				
None				

Decisions				
Dev No	Location	Proposal	Council	Action
W/09/00001/PN	Caulin Court	Demolition of existing building and erection of replacement dwelling	Salwarpe	Approved
W/0902548/LB	Worcestershire Wildlife Trust	To add timber shutters on the exterior of the building to cover glazed doors and windows	Hindlip	Approved
W/09/02584/PN	Field, Ladywood	Barn for storage and keep of animal foods, ground implements, animals bedding, tractor and extension to stable (retrospective)	Salwarpe	Approved
W/09/02630/PP	The Mill, Upper Smite Farm	Part two storey, part single storey extension	Hindlip	Approved
W/09/02654/CU	Upper Smite Farm, Smite Lane	Stablesx3, tack room and hay store. Change of use from Agricultural to equestrian	Hindlip	Approved
W/09/02889/OU	Land adjacent 4 Drury Lane	Outline application for two 3 bedroom properties	Martin Hussingtree	Refused
W/09/02786/PP	Court Farm	Demolition of Listed dairy building	Hindlip	Refused

Appeals				
Dev No	Location	Proposal	Council	Action
None				