

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

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Minutes of the Annual

**Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00 pm on
Monday 19th May 2014 at Salwarpe Village Hall**

PRESENT: Cllr P Oakley (Chairman), Cllr B Meddings, Cllr M Armitage, Cllr P Edwards,
Cllr C Hughes, Cllr J Hill, Cllr R Hatfield, Cllr Jim Brodrick
Cllr. D Luscombe

IN ATTENDANCE: E Gallagher (Clerk)
County and District Cllr. T. Miller (from 7.45pm)

No	Minute	Action
1.	Apologies: Cllr. John Brodrick	
2.	Election of Chairman and Signing of Declaration of Office Cllr. R. Hatfield proposed Cllr. P Oakley for the position of Chairman. The proposal was seconded by Cllr A Thomas and carried unanimously. Cllr P Oakley accepted the role and signed the Declaration of Office.	
3.	Election of Deputy Chairman Cllr. C Hughes proposed Cllr. B Meddings for the position of Deputy Chairman. The proposal was seconded by Cllr. M Armitage and carried unanimously.	
4.	<p>Councils Scheme of Delegation -Appointment of Councillors to Working Groups The following Councillors were appointed and agreed to act as members of the specified sub committees;</p> <p>a) Finance Working Committee Cllr. C Hughes Cllr. P Edwards Cllr. B Meddings Cllr. A Thomas Ex-Officio Chairman Responsible Finance Officer</p> <p>Cllr. Jim Brodrick joined the meeting 7.20pm</p> <p>b) Staffing Committee Cllr C Hughes (Chair) Cllr. M Armitage Cllr. Jim Brodrick Cllr. B Meddings Ex-Officio Chairman</p> <p>c) Village Hall Committee Cllr. J Hill</p> <p>d) Tree Warden Mr. R Meredith</p> <p>e) Footpath Officers Mr. D Cullom Mrs. J Grotefield</p>	

	<p>f) Internal Auditor Mr J Hughes</p>	
5.	<p>Code of Conduct & Standing Orders Chairman (Cllr. P Oakley), Cllr. B Meddings. Cllr. C Hughes and the Clerk to meet to produce draft standing orders for adoption at the Council meeting scheduled for 21st July 2014.</p> <p>Councillors were duly reminded of the need:</p> <p>a) To update their register of members interest with Wychavon DC. b) To declare any relevant pecuniary interest in items on the agenda and their nature. c) To declare any other disclosable interest in items on the agenda and their nature.</p> <p>Cllr R Hatfield declared a pecuniary interest in planning application reference W/14/00696/LUE</p>	
6.	<p>Minutes The minutes of the Parish Council Meeting held on the 17th March 2014 were approved and signed as being a correct record.</p>	
7.	<p>Clerk – Progress Report on actions from Minutes 17th March 2014</p> <p>a) Highways.Hedges.Potholes.Bridges</p> <p>i) Pershore Lane & Hindlip Lane It was agreed that the process of making representations regarding the subject of injurious weeds and ragwort on landscaped and agricultural land should be addressed via the newly appointed Chief Executive of Worcester Rugby Club.</p> <p>ii) Smite Gypsy Site It was agreed that a meeting should be arranged at the site between Eddie Hooper, Gypsy Liaison Officer, Councillors and Clerk.</p> <p>iii) Hindlip Estate A meeting had been requested by Police & Crime Commissioner West Mercia to discuss issues relating to the Hindlip Estate. This meeting had been arranged for Friday 30th May at 2.00pm. The PCC representatives would include Mr B Longmore, Mr A Champness and Mr. B Sheldon, with the Chairman, Deputy Chair and Clerk representing the Parish Council. A request was made that the agenda be open to include other business.</p> <p>iv) Motorbike Noise in the field alongside the A38 Clerk to advise the Enforcement Team that the annual allowance of 14 events had now been reached on this site for 2014.</p>	<p>Clerk/Chairman Arrange meeting with temporary Chief Exec to discuss</p> <p>Clerk</p> <p>Chairman/ Clerk Deputy Chair</p> <p>Clerk</p>
8	<p>Chairman Reports Memorial Land and Fencing Wideacre Ltd had completed the contracted work on the fencing of the land at Salwarpe Memorial site to the complete satisfaction of all concerned. The Clerk had written to Wideacre thanking and complimenting them for their good work. Landscaping of the site had commenced in preparation for the forthcoming Centenary event, albeit the season for some planting had been missed. A further grant of £1000 had been received from the County Council towards the cost of these works.</p>	Closed
9.	<p>Deputy Chairman Reports</p> <p>a) Centenary of the First World War – Re-dedication of the War Monument Preparations for the commemorative re-dedication service to be held on 3rd August 2014 at 10.00 am were progressing to plan. County Councillor Miller had agreed to attend and it was proposed that a local dignitary be invited. District Councillor Audrey Steel had given apologies and it was suggested and agreed that the newly elected Chairman of Wychavon District Council, Mrs Lynne Duffey be invited.</p> <p>b)</p>	Deputy Chairman

	<p>Highway Closures The Deputy Chairman had written to the Chairman of Worc.County Council, Cllr. Adrian Hardman following the 10th Parish Conference proposing a flooding forum be held involving all Parish Councils. The WCC would organise an event to be held at County Hall in due course and before the Winter when seasonal flooding occurs.</p> <p>It was agreed that the Deputy Chairman should arrange a meeting with Morgan Sindall's new Project Manager to discuss progress on the delayed Severn Trent Highway works. It was also suggested that a monthly progress update should be requested from County Councillor Miller.</p> <p>Parish Boundaries A review of Parish Boundaries was being undertaken by the Wychavon Legal Department. The previous review had taken place in 1988. The District and County Councillor was asked to keep the Parish Council informed of any developments, as soon as practicably possible. Councillors were asked to inform the Chair or the Clerk of any developments within their Parishes. Residents would be consulted on any proposed boundary changes.</p> <p>Highways – On-Line Reporting System An on-line reporting system had been set up by Worcestershire County Council. Highway incidents could now be reported and followed up directly using this self-serve system. Instructions for use had been requested by the Clerk and would be forwarded to Councillors upon receipt.</p> <p>Hedgerow belonging to the Pear Tree Inn. The Deputy Chairman suggested that she along with the Chair and Clerk arranged a visit to the Inn to discuss problems regarding the overgrown hedgerow.</p>	<p>Deputy Chairman</p> <p>Pending Clerk</p> <p>Clerk</p> <p>Deputy Chair</p>
<p>10.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p> <p>f)</p>	<p>Meeting adjourned at 7.45pm for the Report of County & District Councillor</p> <p>Warndon Depot The Deputy Chairman had written to County Councillor Miller requesting that he speak with the County's Enforcement Officer regarding the inactivity associated with case reference IN/12/00547. Temporary permission for this application had expired on 30th September 2012.</p> <p>Traffic Pressure on Local Roads Associated with Motorway Repair Works Increased pressure on local roads had been noted during the ongoing motorway repair works and concern was expressed as to how the highways would cope with the proposed large scale development plans (if agreed). County Councillor Miller agreed to investigate the proposed traffic light and lane system located at the Junction adjacent to the Swan Inn. The current configuration was considered to be hazardous, ineffective, and the cause of bottlenecks.</p> <p>Dilmore Lane Land ownership problems had not been resolved. County Councillor Miller suggested that a request for a deferral should be made. He also suggested that a highway modification implementation condition be added to the application.</p> <p>Strand Lane – Police/Fire/Ambulance Potential Route County Councillor Miller agreed to investigate and report back to the Parish Council.</p> <p>Hunt Kennels Site The Hunt Kennels Site planning application was scheduled to be discussed at the forthcoming Wychavon District Council Planning Meeting. The Deputy Chairman agreed to attend as some concern had been expressed regarding potential environmental hazards.</p> <p>Notice Boards Replacement of notice boards would be considered during the current financial</p>	<p>C. Cllr Miller</p> <p>C.Cllr Miller</p> <p>C.Cllr Miller</p> <p>C.Cllr Miller</p> <p>C.Cllr Miller</p>

	<p>year. To carry forward as an agenda item.</p> <p>County and District Councillor Miller thanked Councillors at the meeting for their hard-work and support over the previous 12 month period.</p> <p>County Councillor Miller left at 8.35pm and the meeting was reconvened.</p>	
11.	<p>Finance</p> <p>a) To Consider for Approval the Financial Contribution for the Upkeep of the Parish Burial Grounds The Deputy Chairman presented the Independent Examiners report of the Parochial Church Council Accounts. The budgeted contribution was approved</p> <p>b) To Review Payments made and Receipts since the 1st March 2014 (appendix 1) No queries</p> <p>c) To Compare the Budget and Review the Financial Statements The Parish Council had closely adhered to their 2013/14 budget.</p> <p>d) To Review the Banking Mandate It was agreed that the banking mandate should be updated. The Deputy Chair and Clerk would arrange a meeting at HSBC Droitwich Branch to instigate this amendment.</p>	Deputy Chair
12.	<p>Planning Consultations & Enforcement</p> <p>a) Upper Smite Farm - Change of Use W/13/00507 Temporary permission for log cabin for agricultural tenants to expire in 2015.</p> <p>b) S106 Section 106 agreements between the Council and developer are subject to negotiation as each site application is considered for its individual scope/merit. If S106 monies are not used over a specified time period repayment must be made to the developer.</p> <p>c) LUE - Certificate of Lawful Use Existing The Planning department seek evidence that permitted development had been granted at the onset of development, or, that the development had been in place for longer than 4 years, or, if change of use category, whether the change had taken place longer than 10 years ago. If no evidence is found a request would be made for an application to be submitted. Enforcement action could be taken.</p> <p>d) Wind Turbine, Apex Motorcross Pershore Lane – App/H1840/A/13/2205343 Planning appeal dismissed 29/01/14</p>	Clerk 2015
13.	<p>Correspondence</p> <p>Wychavon Centenary Commemoration Grant A grant of £250 was available for application for Community Commemoration Projects. It was agreed that the Clerk/Deputy Chairman make an application for funds to assist with the commemoration ceremony planned for the 3rd of August 2014</p> <p>Cllr J Hill left the meeting at 9.00pm</p>	Clerk/Deputy Chairman

<p>14.</p> <p>a)</p>	<p>Councillors Reports and Items for Future Agendas</p> <p>A449-Gwillems/Hurst Lane Hazardous Driving exceeding the National Speed Limit</p> <p>Numerous incidents of hazardous driving had been witnessed on the A49 between the Claines roundabout and M6 near to the Hurst Lane junction and it was suggested that this issue be included on the agenda for discussion with the West Mercia Police Commissioner..</p> <p>Cllr. D Luscombe proposed a vote of thanks to the out-going Chairman for her wonderful work during her time of office. This was unanimously supported.</p> <p>He welcomed the in-coming Chairman and wished him luck in his new role.</p>	
<p>15.</p>	<p>Date of Next Meeting</p> <p>The date of the next meeting of the Parish Council was approved as Monday 21st July 2014 at 7.00pm.</p>	

There being no further business the Chairman closed the meeting at 9.10 pm.

Signed Date 21st July 2014 Chairman