

## HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

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### Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00 pm on Monday 21<sup>st</sup> September 2015 at Salwarpe Village Hall

**PRESENT:** Cllr. P. Oakley (Chairman), Cllr. B. Meddings (Deputy Chair), Cllr. M. Armitage,  
Cllr. C. Hughes, Cllr. A Thawley, Cllr. A Phillips, Cllr. J. Clarke, Cllr. J Hill, Cllr.A.Thomas,  
Cllr.J.Brodrick.

**IN ATTENDANCE:** CC/District Cllr Mrs L.Duffy

Police Representation – None  
Public - None

No	Minute	Action
1.	<p><b>Apologies:</b></p> <p>Apologies received from Cllr. D.Luscombe, Clerk E.Gallagher, CC/District Cllr.Tony Miller.</p>	
2.	<p><b>Code of Conduct &amp; Standing Orders</b></p> <p><b>a) Councillors were duly reminded of the need:</b></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. d) Dispensation requests</p> <p><b>Register of Interests:</b> May be inspected by arrangement with the Clerk</p>	All Councillors
3.	<p><b>Minutes</b></p> <p>The Minutes of the Parish Council Meeting held on the 20<sup>th</sup> July 2015 were approved and signed as a correct record.</p>	
4.	<p><b>Clerk – Progress Report on actions from Minutes 20<sup>th</sup> July 2015</b></p> <p>Councillors requested that the Clerk give an update on the following items from the previous Minutes.</p> <p><b>a) Pershore Lane</b> The Chairman reported on the response from Natural England that according to the Weeds Act(1959). They cannot enforce where the land on which Common Ragwort is growing is not within 100m and is not an immediate threat to horses, grazing animals, livestock or the production of forage or other agricultural activities..</p> <p><b>b) Land Drainage</b> Cllr Thomas and Ms. J Hiden, Land Drainage Inspector Wychavon D.C, had met and reviewed the various problem areas within the three parishes. The Chairman with Cllr.Thomas to meet with the Lengthsman to ascertain what remedial action can be taken on flooding along Chawson Lane.</p>	Closed  Chairman Cllr.Thomas

<p>c) <b>Notice Boards</b></p> <p>d) <b>New Homes Bonus</b></p> <p>e) <b>Strand Lane Damaged Verges/Potholes</b></p> <p>f) <b>Newland Lane</b></p> <p>g) <b>The Old Hatchery Land off Drury Lane – Potential Unsafe Buildings.</b></p> <p>h) <b>Sling Lane</b></p> <p>i) <b>Memorial Land: Possessory Title 2024</b></p>	<p>The Chairman reported on initial contact with the Officer at HMP Long Lartin responsible for the provision of new notice boards. Further contact was required regarding details of cost, design and quantity.</p> <p>Deputy Chair reported that an article had been inserted in the October Community Magazine requesting proposals or ideas from the electorate of the three parishes for projects that would benefit the community. Posters would also be inserted in the parish notice boards.</p> <p>Deputy Chair had reported the Highways damage online. The response 6749442 was that the matter would be referred for inclusion in the County Council Highways programme for more substantial road repair works.</p> <p>(i) County Highways report 6698508 referred the defect to Highways Officer Dan Marsten to deal with the matter with the Developers. (ii) Highways had not actioned the fitting of baffles on the lighting columns creating stray lighting onto the property adjacent Woodedge Drive. The Chairman to speak to the County Councillor and keep residents informed of action..</p> <p>(i)The Parish Path Warden for Martin Hussingtree had cleared Public Footpath 513 to the best of his ability and reported to the clerk that the overgrowth was significant and required additional work. The clerk to contact County Countryside Section to request remedial work to clear the path. (ii) The clerk had made extensive enquiries to trace the absent land owner regarding the derelict state of the agricultural buildings. It was agreed that the matter now be referred to the District Enforcement Team for appropriate action.</p> <p>Concern was expressed on the state of overgrowth and path surface of the right of way used by parents and children to access Hindlip School and playing fields. It was felt that negotiations with relevant parties should be re-opened. The Chairman to speak with the District Councillor to ascertain what remedial action can be taken. The attention of the Police &amp; Crime Commissioner should be drawn to the path being a legitimate Right of Access through the Police Estate.</p> <p>Possessory Title to be finalised with the Land Registry in 2024. Draft Standing Orders had been amended and the item would be carried forward in the Annual Meeting minutes until completion of the transfer of title.</p>	<p>Chairman</p> <p>Deputy Chair</p> <p>Deputy Chair</p> <p>Chairman/Clerk</p> <p>Chairman/Clerk</p> <p>Clerk/Chairman</p> <p>Minute Retained to 2024</p>
<p>5.</p> <p>a)</p> <p>b)</p>	<p><b>Chairman Reports</b></p> <p><b>Natural England Ragwort</b> Contents of the letter on Ragwort covered under Minute 4(a)</p> <p><b>Martin Hussingtree Junction Highways Scheme</b> Chairman gave an update on the proposed junction improvements. The County Highways Officers Karen Hanchett and Dave Pilcher had reported that a design is in progress. There had been no contact from William Davis Ltd, the Copcut Rise site developer, regarding a scheme and the possible acquisition of Parish Land in the vicinity of the proposed junction to facilitate the work.</p>	<p>Chairman/C.Cllr T.Miller</p>

<p>c)</p> <p>d)</p> <p>e)</p> <p>f)</p>	<p><b>Fly Grazing – Control of Horses Act 2015</b> Communication had been received from the Office of the Chief Constable regarding multi agency work and ‘green yarding scheme’. Cllr Brodrick as a liaison member reported on the scheme and current actions that appeared to be working well. It was emphasised that the success of animal welfare duties relied on funding which ends in 2016. It was requested that the council pursue the continuation of the necessary funding for 2017 onwards with the County Councillor and invoke the assistance of Wychavon’s MD Jack Hegarty.</p> <p><b>Rural Crime - Horse Watch</b> The clerk had received information on the setting up of a community watch scheme and the creation of a West Mercia Police Horse Watch website.</p> <p><b>Land Drainage and Defect Issues</b> (i) Morgan Sindall had completed the water pipeline rectification works under the War memorial land. The satisfactory reinstatement of the land had been inspected by the Chairman in conjunction with the Memorial maintenance contractor. (ii) A meeting was required on the <b>Chawson Lane flooding</b> issues [Minute 4(d)] (iii) Water running from a blocked drainage inspection manhole <b>adjacent Middleton Cottage</b> had been investigated by the Chairman. Highways were aware of the problem and negotiations were in hand with the adjoining land owner to relay a drainage pipe alongside the Railway Line down to the brook at Middleton Bridge. (iv) Regarding the two incidents of blocked drainage pipes resulting in sewage deposits on <b>Martin Green</b>. Severn Trent Authority had written stating they had no remit to enter commercial premises in the surrounding area regarding disposal of food fats into the drainage system. It was agreed that any future incidents be referred to Environmental Health and Worcs.Regulatory Services. (v) Flooding onto <b>Copcut Lane</b> had been exacerbated by ground excavations works on the Copcut Rise site with a soil bund blocking surface water run-off.</p> <p><b>Remembrance Sunday Wreath Laying.</b> The chairman requested a councillor to represent the Parish Council by laying a wreath at the Salwarpe War Monument on Remembrance Sunday 8<sup>th</sup> November. Wreaths had been ordered through the British Legion. Councillor Anthony Thomas agreed to carry out the duty.</p>	<p>Chairman</p> <p>Chairman</p> <p>Cllr.Thomas</p>
<p>6.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p><b>Deputy Chair Report</b></p> <p><b>NHB Community Project.</b> Reported under Minute 4(f)</p> <p><b>Code of Conduct Practices</b> The Deputy Chair drew attention to the Standards Regime (Localism Act 2011) and the various elements of the Code of Conduct which all councillors are required to be familiar with. The parish council is required to adopt the Code that is a mandatory compliance for all elected members of the council..</p> <p><b>Roman Way Traffic Regulation Order Consultation.</b> The Deputy Chair referred to two recent serious vehicle accidents that had blocked the A38 Bypass and referred to the council’s proposal to Highways that in the interest of road safety, a consistent 30mph speed limit should be imposed commencing at the A38/Pulley Lane junction to the Ombersley slip roads.</p>	<p>Deputy Chair</p> <p>Deputy Chair</p>
<p>7</p>	<p><b>District and County Councillor Reports</b></p> <p>CC/Dist.Cllr Lynne Duffy drew attention to:</p> <p>(i) 2016 elections of a Police &amp; Crime Commissioner (ii) Forthcoming consideration of approval of the SW.Dev.Plan. Would reinforce the 5 year housing supply in connection with Developer’s multiple planning applications. (iii) Councils in S.Worcs are to approve jointly out-sourcing waste and tenders for services.</p>	<p>Dist.Cllr.L.Duffy</p>

	<p>(iv) Mr Gary Williams had been appointed as Head of Housing and Planning for Wychavon.</p> <p>Various issues raised by councillors had been noted and enquiries would be made and reported back to the Clerk of the Council or the next council meeting. In particular the authority's funding in connection with the Control of Horses Act, and would liaise with CC/Dist.Cllr Tony Miller.</p>	
<p><b>8. Finance</b></p>	<p><b>a) Review of Year to date expenditure compared to budget including payments and receipts.</b> Scrutinised and accepted as correct record.</p> <p><b>b) Review of Payments and Receipts from 1<sup>st</sup> April 2015 – 30 June 2015</b> Scrutinised and accepted as a correct record. (Appendix 1)</p> <p><b>c) Appointment of the Internal Auditor 2015/2016</b> Clerk reported that Dr John Hughes had confirmed acceptance of his appointment.</p> <p>Cllr.C.Hughes Declared an Interest. Permission granted for the councillor to remain in the meeting room and no participation in discussions.</p> <p><b>d) 2014/2015 Audit Update</b> The clerk reported on the increase in the External Audit invoice to £100 that was due to the additional procedural information required in respect of the intermediate audit. The increase was approved.</p> <p><b>e) End of Year Audit Certification and Notice 2014/2015</b> Attention was drawn to the External Auditors Opinions, in that: <b>(i) Comparative figures</b> presented required re-stating. <b>(ii) Risk Assessment</b> – The adoption of the full risk assessment required to be Minuted. <b>(iii) Expenditure Decisions</b> – required a check on whether payments are legal and within the powers of the council and required to be included in the Internal Controls document.</p> <p><b>f) Finance Advisory Committee – Report and Recommendations (Appendix 5)</b> (i) Finance Regulations – Approved by resolution. (ii) Risk Management – Approved for review at next Annual General Meeting 2016. (iii) Accounts &amp; Audit Regulations 2015 – Approved. (iv) Transparency Requirement Regulation 2015/494 – Approved by resolution. (v) Internal Controls Policy Document – Approved. (vi) Model Code of Conduct (Localism Act 2011) – Adopted by resolution. (vii) Standing Orders (Parish &amp; Local Councils) – Approved. (viii) Dispensation – Approval to submit a request.</p> <p>(ix) Finance Advisory Committee objectives - Approved</p> <p><b>g) Dispensation Request Precept</b> The council approved the submission of a requested (Appendix 5)</p> <p><b>Finance Advisory Committee Meeting</b> to be convened to consider the 2016-2017 Budget and Precept requirements on 12<sup>th</sup> October at 6.30pm, Committee Room. Salwarpe Village Hall.</p>	<p>Recorded in Register of Interests</p> <p>Clerk/RFO</p> <p>Clerk</p>
<p><b>9.</b></p>	<p><b>Planning Consultations &amp; Enforcement (Appendices 2 – 4)</b> Councillors discussed the considerable number of submitted new applications, the decisions, referred enforcements and appeals contained in the above appendices.</p>	

	<p><b>Planning Working Group</b> – Meeting held on 11<sup>th</sup> August considered plans on Reserved Matters in connection with Yew Tree Hill development applications by Redrow and Persimmon.</p> <p><b>Permission given for Cllr. J. Hill to leave the meeting 9.16 pm</b></p>	Committee Members
10.	<p><b><u>Correspondence.</u></b></p> <p>(i) West Mercia Horse Watch – Minute 5(c).</p> <p>(ii) H&amp;G Ltd/David’s Nurseries. Signage permitted on council land for temporary period of 4 weeks from 26<sup>th</sup> August.</p> <p>(iii) Hedge Newland Common Road –The resident had contacted the Chairman on the letter received.</p> <p>(iv) Highways advertising. Two incidents of advertising trailers on the layby adjacent Brookside Fruits had been resolved.</p>	
11.	<p><b>Items for Future Agendas/Action</b></p> <p><b>a) Spellis Green. (Hindlip Ward Cllr Armitage)</b> Reported that the lower section had not been cut. Maintenance contractor to be contacted.</p> <p><b>b) Parish Footpaths (Martin Hussingtree Ward Cllr Phillips)</b> Requested a review of Stiles being replaced by Gates for ease of access by the public.</p> <p><b>c) NHB Project. (Salwarpe Ward Cllr Hill)</b> Proposed that all estate railings around the three parishes could be considered as a project.</p> <p><b>d) Salwarpe Village Hall Committee (Parish Council Representative - Cllr Hill)</b> No items to report.</p> <p><b>e) Court Farm Re-development.(Hindlip Ward Cllr Brodrick)</b> Delays in clearing the site had occurred due to a Health &amp; Safety Inquiry into the death of a worker on site.</p> <p><b>f) Woodside Cottages.(Hindlip Ward Cllr Brodrick)</b> Referred to the appeal submitted to increase the residential development</p> <p><b>g) Offerton Farm. (Hindlip Ward Cllr Thawley)</b> Attention was draw to the unauthorised commercial activities taking place on agricultural land including drainage construction across PROW 539. The matter would be referred to the Enforcement Officer.</p> <p>Cllr Thomas Declared an Interest. Permission granted for the councillor to remain in the meeting room and no participation in discussions.</p> <p><b>h) Community News Articles (Deputy Chair Cllr Meddings)</b> Articles had been inserted in the October magazine drawing attention to all land and properties owners on their responsibilities to ensure that Hedges are cut back on adjoining Highways and of their Riparian duties to clear ditches to prevent winter flooding.</p> <p><b>i) Car Boot Markets, Sixways (Chairman Cllr Oakley)</b> Car Boot Markets are being held on the Park &amp; Ride Terminal car park. Advertised as every Sunday all year round. Only 14 events are permitted in any 12 month period. The Enforcement Officer had advised that there was a breach of planning controls on the Sixways site. 12 events had occurred and the council was requested to keep a check on future markets and inform Enforcement when 14 events had been exceeded.</p>	<p>Recorded in Register of Interests</p> <p>All councillors</p>

j)	<b>Salwarpe Bridge (Salwarpe Ward Cllr Oakley)</b> Heavy plant and machinery weighing 55 tonnes had utilised the bridge for Canal clearance work. The 'mortar pads' installed by County Highways to measure stress limits on the bridge had cracked. The matter had been reported and remedial action is awaited.	Chairman
12.	<b>Date of Next Meeting</b> The date of the Parish Council Meeting was approved as Monday 16 <sup>th</sup> November 2015 at Salwarpe Village Hall to commence at 7.00pm.	

**Community Police – West Mercia**

The latest report forwarded by PC.Senior Officer Aidan Goundry was presented to the council.

There being no further business the Chairman closed the meeting at 9.26 pm.

Signed ..... Date 16<sup>th</sup> November 2015 Chairman.