

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,
Tel: 07846 125405 email hmhspc@gmail.com
www.worcestershire.gov.uk/myparish

Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.00 pm on Monday 21st January 2019 at Committee Room Salwarpe Village Hall

PRESENT: Cllr. P. Oakley (Chairman) Cllr. A. Thawley (Deputy Chair) Cllr. B. Meddings, Cllr. A. Phillips,
Cllr. C. Hughes, Cllr. M. Armitage Cllr. A.Thomas Cllr. J. Hill (7.10pm)
Cllr. J.Clarke Cllr.D. Luscombe

IN ATTENDANCE E Gallagher (Clerk)
Dist. Cllr T Miller (7.25pm)

No	Minute	Action
1.	<p>Apologies</p> <p>Cllr. J. Brodrick</p>	
2.	<p>Declarations of Interest/Code of Conduct</p> <p>a) To declare any interest None declared</p> <p>b) To declare any Dispensations None declared.</p> <p>c) To note the Code of Conduct and requirements of the Transparency Regulations Noted.</p> <p>d) To note the Right to Record meetings: Refer to Notice displayed on meeting table. Noted.</p> <p>e) To confirm any necessary update to the Register of Interests No update</p> <p>f) To note security and privacy of information under the General Data Protection regulations. Noted</p>	
3.	<p>Standing Orders & Financial Regulations</p> <p>a) To note Standing Orders Noted – Review continues</p> <p>b) To note Financial Regulations Noted – For Review</p> <p>c) To review any Freedom of Information requests The Clerk reported that there had been no requests for information over the preceding 12 months.</p>	
4.	<p>Minutes</p> <p>a) The Draft Minutes of the Parish Council Meeting held on 19th November 2018 were approved and signed by the Chairman as being a correct record.</p> <p>b) The Draft Minutes of the Finance Committee held on 14th January 2019 were approved and signed by Cllr A Thawley (Chair)</p>	

<p>5</p>	<p>Clerk - Progress Reports on actions from minutes of 19th November 2018</p> <p>a) Martin Hussingtree Junction/Pulley Lane Schemes The Martin Hussingtree Junction Scheme was discussed. The District Councillor informed the meeting that a road safety audit had now been carried out and data had been analysed and upgraded traffic system would be implemented. The Swan Inn had agreed to allow a 'no right turn' instruction to be painted on their car park and a proposed 'no right turn' instruction to be located at the North exit of Drury Lane would be taken to public consultation. This proposal would be supported by West Mercia Police.</p> <p>b) Pulley Lane The dangerous tree trunk which was surrounded and hidden by tarmacadam had still not yet been removed. The County Councillor had once again contacted County Highways in an attempt to expedite its removal and it was anticipated that removal would be actioned during week commencing 28th January 2019. No information regarding the accuracy survey relating to the width of Pulley Lane, requested by the District Councillor, had yet been received.</p> <p>c) The Canal & River Trust A recent incident involving a cyclist on the towpath who had become entangled in hidden netting resulting in a potentially serious accident was reported. The County Councillor had contacted the Canal & River Trust several times but the netting had still not been removed. Concern was expressed regarding the ongoing danger to pedestrians and cyclists.</p> <p>d) Sling Lane Discussions relating to Sling Lane improvements were progressing.</p> <p>e) Middleton Cottage Development Excavators were on site installing drainage pipes to remedy the poor drainage from the development site.</p> <p>f) Salt Storage/Spreading/Salt Bin A request for a yellow salt bin to be located at Spellis Green had been made (Request 606669). This had been rejected by County Highways. Councillor Thawley agreed to contact Highways to discuss. A new bin was to be installed replacing the damaged bin at Ladywood Triangle. Councillor Meddings agreed to investigate when this was likely to be installed. There was still no update from the County Council regarding volunteer salt spreaders.</p> <p>g) Parliamentary Boundary Review A proposal for the parishes to be located within Bromsgrove's boundary had been put forward. Proposals would be voted upon in the autumn. More details would be available after the 29th March 2019.</p> <p>h) Planning Application 18/01097 It was expected that planning application 18/01097 Land at Station Road, - outline planning application for up to 160 dwellings would be presented to the Planning Committee in the New Year,</p> <p>i) Funding – Church Lane Mowing The County Councillor had provided a grant of £600 to be ringfenced and utilised towards the cost of Church Lane mowing (verges)</p> <p>j) Overgrown Hedge – The Hainings The Clerk agreed to write to the resident of The Hainings with a request to cut back the hedge in the interests of safety of road users and pedestrians.</p> <p>k) Forthcoming Internal Audit Duncan Edwards of DKE Audit Services would be performing an internal audit of the Parish Council's accounts and systems on 25th February 2019 at 10.00am, Salwarpe Village Hall.</p>	<p>County Councillor</p> <p>County Councillor</p> <p>County Councillor</p> <p>Clerk to monitor</p> <p>Cllr. Thawley</p> <p>Cllr. Meddings</p> <p>Pending</p> <p>Pending</p> <p>Closed</p> <p>Clerk</p> <p>Clerk/Cllr. Thawley</p>
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<p>l)</p> <p>l)</p> <p>m)</p> <p>n)</p> <p>o)</p> <p>p)</p> <p>q)</p> <p>r)</p> <p>s)</p> <p>t)</p> <p>u)</p> <p>v)</p>	<p>Raised Manhole Cover Ladywood Road The District Councillor had spoken with County Highways about the two raised manhole covers on Ladywood Road. The issue had not yet been resolved and therefore remained a danger to highway users.</p> <p>Increased Incidents of Theft in the Parishes. Councillor Brodrick agreed to, in liaison with the Chairman, draft a letter to the Police & Crime Commissioner with regard to an increase of theft to properties in the area.</p> <p>Councillor Training – Planning The District Councillor was attempting to initiate training sessions for councillors and clerks to incorporate information relating to changes in planning legislation. A Planning Enforcement Summit was to be held at Wychavon District Council Offices on 31st January 2019 and Councillor Meddings had agreed to attend.</p> <p>Recruitment of Councillors – 2019 Elections The Parish Council had placed advertisements in the Community Magazine to attract new councillors. It also intended to insert notices on parish notice boards</p> <p>Unauthorised Advertising on Parish Council Land The Chairman agreed to speak with a person of authority belonging to the offending company about the unauthorised advertising on the village green.</p> <p>Members Allowance Scheme An updated policy on Members Allowances had now been uploaded to the Council's website.</p> <p>Licencing Application Gloverspiece Mini Farm 18/05635/PREMLI. Councillor Thawley had attended the hearing held on the 28th November 2018 where an entertainment licence for the above application was granted.</p> <p>SWDP _ Call for Sites The SWDP call for sites was currently under review. Several sites had been suggested for consideration.</p> <p>Memorial Land: Possessory Title 2024 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>Pensions Regulator Completion of Auto Enrolment Compliance Re-declaration due March 2020.</p> <p>Defibrillator Renewal of battery November 2022 and warranty of AED expires April 2024</p> <p>CIL Levy Middleton Cottages £7128 due in April 2019.</p>	<p>County Councillor</p> <p>Cllr. Brodrick/C hairman</p> <p>District Councillor /Cllr Meddings</p> <p>Ongoing</p> <p>Chairman</p> <p>Closed</p> <p>Closed</p> <p>Ongoing</p> <p>2024</p> <p>2020</p> <p>2022/ 2024</p> <p>April 2019</p>
<p>6.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>County & District Councillors</p> <p>A38 Closure Notice The County Councillor advised of an impending Notice to close part of The Layby off the A38 Copcut, Martin Hussingtree, for several months, in order to facilitate surface dressing chipping works.</p> <p>Give Way Sign near Oakley Farm Stables Pulley Lane The County Councillor agreed to investigate the siting of a junction sign located in the proximity of Oakley Farm with a view to its removal and reinstatement to a more appropriate site. The sign's current location was causing confusion and there was concern that this could lead accidents.</p> <p>Scoping Proposals Solar Panels The District Councillor would be meeting with Western Power in February to discuss a neighbouring scoping proposal for solar panels. All applications would need to prove that the grid had capacity. Other issues to be discussed would be charging points and O2's network effect on the charging systems.</p>	<p>County Councillor</p> <p>County Councillor</p>

<p>7. Chairman's Report</p> <p>a) Precept 2019/2020 The Finance Committee had met on the 14th January 2019 to consider its proposals for the 2019/2020 precept. Recommendations included a slight decrease to householders in the 2019/2020 levy as the increase in household properties situated in the Parishes meant that there was no need for the council to request a relatively higher percentage increase from the District Council</p> <p>Councillor M Armitage proposed that the Finance Committee recommendations be accepted in full. This proposal was seconded by Councillor C. Hughes and carried unanimously.</p> <p>The clerk was instructed to notify to the District Council.</p> <p>b) Uncommitted New Homes Bonus Grant/s106 Grants/Wildlife Trust Grants Tracy Perkins the Localism and Communities Officer, Wychavon District Council had advised of a final tranche to claim remaining monies allocated from the 2012-2015 New Homes Bonus grants. The Parish Council had an amount of £656 outstanding which could be claimed if a new project could be initiated by 18th March 2019. The Localism Officer had also been advised of an excess of funds in situ in relation to the bus shelter project and it was agreed that this could be held and ringfenced for the potential new project. If a project was not agreed then excess monies would be returned to the District Council.</p> <p>There had also been a notification of an opportunity to apply for grants from Natural Networks (Worcester Wildlife Trust/Worcestershire County Council) who would fund up to 45% of a project's cost providing that the project directly enhanced biodiversity. The minimum grant payable being £2,000 and the maximum £200,000.</p> <p>In addition, the Parish Council had been advised of a £ £5320.77 (Hindlip Parish) s106 grant to be utilised on a public open space project.</p> <p>The Chairman asked for project proposals, either combining the above grants or individual grant suggestions. The following suggestions were proposed -</p> <ul style="list-style-type: none"> • Restoration of the historic pond and footpath located at Martin Hussingtree • Additional tree and wildflower planting on the village green • Visitor Information Plaques located in all three parishes • Improving verges and footpath at Hindlip Lane to facilitate pedestrian walking areas. <p>The Chairman asked that any further project suggestions be forwarded to the clerk. Councillor Meddings agreed to investigate the cost of the restoration of the pond area, Councillor Armitage agreed to investigate the cost of improvements to Hindlip Lane and Councillor Phillips agreed to attend a meeting hosted by Natural Networks on the 31st January 2019. The County Councillor would also be in attendance at this meeting.</p> <p>c) Standing Orders Defer until inception of new council</p> <p>d) Notice Boards The Chair and Councillor Phillips had arranged to meet with representatives of Harvey Jones on Wednesday 23rd January 2019 to discuss siting the new board on the outskirts of their premises.</p> <p>The District Councillor left the meeting 8.20pm</p>	<p>Chairman</p> <p>Chairman</p>
<p>8. Deputy Chair Report</p> <p>a) Elections – Community Engagement The Deputy Chair had attended a Community Engagement Workshop on the 27th November 2018. The emphasis was placed upon informing and encouraging the community to become more involved in the work of Parish Councils. Additional devolved powers and responsibilities for councillors was discussed at the meeting but there had been a consensus that these additional responsibilities would not be appropriate for volunteer roles.</p> <p>b) Policy Updates Policies continued to be reviewed and updated on a rolling basis. Updated policies were uploaded to the Council website on a regular basis.</p>	

<p>9.</p> <p>a)</p> <p>b)</p>	<p>Councillors Reports</p> <p>Bus Shelters (Councillor A. Phillips) There had been a positive response from resident to the newly installed bus shelters sited on the A38 at Martin Hussingtree. A small leak from one of the solar panels had been reported and Littlethorpes had agreed to return to site to rectify on the 24th January 2019. County Highways had agreed to close the layby to facilitate this repair. An amount of £19645 had been spent on the provision and installation of the shelters and £36 on utilities report leaving an excess of £2929 from the New Homes Bonus Grant of £22610. Further ground works were necessary and Top Cut Ltd had provided a quotation of £950 for clearance works. Councillor A. Thawley proposed that this quotation be accepted this was seconded by Councillor J. Clarke and carried unanimously. The Chairman proposed a vote of thanks to Councillor Phillips for her work in establishing the bus shelters.</p> <p>Salwarpe War Memorial Listing (Councillor B. Meddings) A report had been produced and sent to Natural England and confirmation had been received that the Monument was a strong contender for listing status. The report, if accepted would be lodged with the Imperial War Museum and the War Memorial Trust London. Included in the report was a list of soldiers and their background. The listing would ensure that the land would be protected for future generations. MP Nigel Huddleston had offered his support for the listing. Councillor Meddings informed the meeting that this would be the final stage of the project which she had been managing since 2010.</p>	<p>Councillor Phillips/C hair Clerk</p> <p>Councillor Meddings/ All Councillors</p>
<p>10.</p>	<p>Village Hall Committee - Councillor Representative Councillor J.Hill</p> <p>Councillor Hill reported that the light sensors had been tested and were found to be in full working order. The broken gate which had been out of action for some time had now been repaired but the rectification of problems relating to the combination lock were still outstanding.</p>	<p>Cllr. Hill</p>
<p>11.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>Finance</p> <p>Review of payments made and received since the last meeting (see Appendix 1) Accepted without query</p> <p>Report on year to date expenditure compared to budget Noted</p> <p>Financial Regulations Review Deferred until after inception of new Council</p>	
<p>12.</p> <p>a)</p>	<p>Planning Consultations - Appendix 2-4</p> <p>Planning Applications Noted Gloverspiece Mini Farm 18/05635/PREMLI Entertainment Licence granted.</p> <p>Enforcements and Appeals Noted</p> <p>Temporary Granted Permissions Noted</p>	
<p>13.</p>	<p>Correspondence</p>	
<p>14.</p> <p>a)</p> <p>b)</p>	<p>Councillor Reports and Items for Future Agendas</p> <p>Suggestion to investigate the possibility of undertaking a structural tree survey report. – Cllr Thawley to contact the Tree Officer to discuss</p> <p>Forthcoming Elections All councillors indicated their willingness to stand for election.</p>	
<p>15.</p>	<p>Date of Next Meeting The date of the next Annual Parish Meeting followed by the Council meeting was approved as Monday 18th March 2019 at Salwarpe Village Hall to commence at 7.00pm.</p>	

There being no further business the Chairman closed the meeting at 9.00pm.

Signed..... Date 18th March 2019 Chairman

Police Incident Report

Councillors had been provided with a copy of an incident report prepared by PCSO Steven Tinkler dated 20th January 2019. No issues were raised.