

HANLEY CASTLE PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Thursday, 18th July 2013 starting at 7:00pm in Hanley Swan Village Hall.

Present: Councillors: Sue Roberts (Chairman) Tony Atkinson John Taverner
Jackie Bass Sue Adeney Robert Lamb

Apologies: Cllr Roberts-Powell

In Attendance: Rebecca Abunassar (Clerk) Jenny McGowran (Hanley Castle Parochial Charities)

108/13 Welcome: The chairman welcomed all present with special reference to Jenny McGowran from Hanley Castle Parochial Charities.

109/13 Declarations of Interest

- a) Register of Interests: Councillors were reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature: None Declared
- c) To declare any Other Disclosable Interests in items on the agenda and their nature: None Declared

110/13 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): None received.

The meeting was closed to allow parishioners present to speak on any matters relating to the Parish.

Jenny McGowran from Hanley Castle Parochial Charities was invited to speak about the charities for which she is a Trustee. Jenny explained there were presently two separate charities, the Alms Houses and Relief in Need but they were in the process of applying to amalgamate into one for ease of administration as Relief in Need was very small. Jenny advised of the criteria for eligibility to reside in the Alms Houses and talked about the licence to occupy residents hold and the weekly maintenance amount that they must pay. The residents are required to be 'mindful of other residents'.

Jenny went on to discuss the problem of water penetration into the walls of the Alms Houses which they were currently working on to resolve. The issue had arisen due to the use of non breathable paint on the outside walls. The recommended solution was sandblasting followed by lime watering to repair the damage. The walls would then be painted in breathable paint which would have to be repainted every two years. The actual costs were still to be advised but it was anticipated to be in the region of £8,000. Jenny confirmed the funding of this repair would come from the revenue raised by the weekly maintenance amount paid by the residents. Unfortunately the charity can no longer claim VAT back and therefore the cost of VAT must be included.

Jenny was then asked about the Relief in Need scheme and who would be able to benefit from its donations. She explained that the charity could not help other charities but could help individuals, and any requests should be made to one of the trustees. The Relief in Need has previously donated £100 to the Youth Club and £100 to the Rangers.

Several questions were posed to Jenny all of which were answered. The Chairman thanked Jenny for giving up her time to attend the meeting.

111/13 To Receive the Report of the Local Police Officers (subject to duties)
Crime report for last month: None Received.

Action: The Clerk to contact the local officer and request a crime report for September's meeting.

112/13 Minutes

The Minutes of the Meeting of the Parish Council held on 20th June 2013 having been previously circulated were **approved** and signed by the Chairman as a correct record.

113/13 Matters Arising & Progress Reports not Listed elsewhere on the Agenda

a) Min 88b/12: Notice board adjacent to the Former Hanley Castle Post Office: The Chairman informed the Council the relocation of the notice board was in progress. The High School had been approached and had no objections to its repositioning.

b) Min 07a/13: Milestones, Hanley Castle

Cllr Roberts advised that the milestones would be painted as soon as the paint had arrived. Cllr Lamb asked what the 'route' was that had previously been mentioned and it was confirmed the 'route' was the roads between Worcester and Eldersfield which is the County boundary and had been chosen by the Milestone Society.

c) Min 69c/13: Anne Ballinger gift

No additional ideas for the use of the gift were put forward.

The possibility of purchasing a projector would be considered further and Parishes that already have them installed would be approached. Cllr Atkinson outlined the proposed changes for the small hall and it was **agreed** to send any details on projector equipment to Cllr Atkinson to enable him to refer it to the Village Hall Management Committee.

Action: Councillors to continue to source ideas. The Clerk to investigate the cost of purchasing a projector and type of equipment required and used by other Parishes.

d) Min 70c/13 The grass verge owned by Nexus Housing: The maps from Nexus Housing were presented and they clearly indicated the trees were under the ownership of the Nexus.

Action: The Clerk to request the lower branches are cut back.

e) Min 70d/13: Cycle Route

The notes from Cllr Adeney regarding the meeting with the High School and the County Council had been circulated. Cllr Adeney advised the Council that a letter had been sent to the Landowner asking for permission to use a pathway across his land. Unfortunately, the Landowner responded negatively to the request and group's focus would now be on addressing the issue on the corner and what could be done to improve its safety. Lindsey Cook had been asked to report all incidents involving bikes including when cyclists have fallen off.

Action: Cllr Adeney to continue to request action by the County Council (Lindsay Kier).

114/13 Projects related to the Section 106 Funding:

a) Arts: Cllr Bass had sent the final report to the Clerk.

Action: The Clerk to send the report to MHDC and close the project off.

b) Cricket Club: No update.

c) Parish Council: Two updated quotations had been received and the final one was still awaited but the contact had left the company. The previously preferred supplier had agreed to hold their previous quotation. The Clerk advised that Jo Cross would be the main MHDC contract during the process and the next meeting of the Section 106 Committee would not be before September.

Action: The Clerk to forward all quotations received to Cllrs Roberts-Powell and Bass and arrange a meeting with them to finalise project requirements.

d) Youth: The project would start on 22nd July and should take no more than a week to complete. All promised funds had been received from MHDC and the Youth group. Cllr Adeney told the Council an opening ceremony would be arranged for the 10th September. Cllr Adeney confirmed the list of invitees.

Action: Cllr Adeney to organise an official opening and the Clerk to write and thank Susan Hughes for all her hard work. Clerk to email invitation to guests for the opening ceremony.

115/13 Planning: a) To consider planning applications referred by MHDC for comment:

13/00704/S73 Variation of Condition 2 on 12/01337/S73
Czero, Blackmore Park Ltd

The variation was unclear from the paperwork provided but as no objection was raised to the original application it was agreed no objection would be raised to the variation.

b) To consider under the Scheme of Delegation any Planning Applications received between publication of the agenda and the Meeting:

13/00718/HOU Internal and External Alterations
Ayton House, Roberts End

After careful consideration Members raised **no objections** to the application

13/00842/FUL Demolition of fire damaged building & erection of single storey portal
Unit 4 & 4A Merebrook Industrial Est.

After careful consideration Members raised **no objections** to the application

c) Details of Decision Notices Received to-date:

13/00505/FUL Single storey extension to form to Science Labs
Hanley Castle High School
APPROVED: 25th June 2013

Approved but with a notice that locating the portacabin elsewhere on the premises would require planning permission

13/00530/HOU Replacement porch to front and erection of ground and first floor extension to the rear
1 Field View, Roberts End, Hanley Swan
APPROVED: 2nd July 2013

d) Details of Appeal Notices received to-date: None received

e) Possible Enforcement Actions Required:

- a. Walnut Lodge – A list of priority for enforcement action was sent to the Clerk and it advised the category of possible breach of this property was considered low.
- b. Orchard House - Details of the exact location and map reference along with the Parish Council's concerns had been resubmitted to MHDC Enforcement Officers. A list of priority for enforcement action was sent to the Clerk and it advised the category of possible breach was considered low.

116/13 Highway Matters

Report & Works for the Lengthsman: Cllr Taverner updated the Council on Peter Sauntson's activity over the last month. There were no problems to report however when he had gone to trim around the Milestones as requested it had already been undertaken. The VAS was discussed and the Clerk confirmed it was a reconditioned one. Gerry Brienza had provided details of the costs involved of a new machine and it was **agreed** to contact the other parishes to gauge their interest in purchasing a new machine. A request was made by the Pond Wardens that the visibility of the 'Duck' signs be improved. It was agreed to ask Peter to trim around them if required to ensure they are visible.

Action: The Clerk to contact the other Parishes and ask if they are interested in contributing towards a new machine or the servicing and replacement battery of the existing machine. Cllr Taverner to ask Peter Sauntson to regularly check on visibility of the Duck signs.

b) **Possible Speed Restrictions, Welland Road:** The Clerk advised that David Jew had been contacted and the request for count down signs to be considered. His response was awaited.

Action: The Clerk to await David Jew's response and inform the Council and Mr Bunn.

c) **Update on Blind Corner, Cross Hands:** Cllr Bass updated the Council on her work with the residents of Cross Hands following the meeting with Highways. Residents were being urged to write to Tom Wells expressing their concerns and asking that action be taken. Various options had been suggested to improve the safety which included a VAS to warn of the bend, count down signs mirroring the other entrance into the 40MPH zone. Gerry Brienza was asked to look into the various options.

Action: The Clerk or Cllr Bass to contact Safety Partnerships and advise them of the concerns.

117/13 District & County Councillors Reports

a) **District Cllrs Morgan & Perry:** The members were not present.

b) **County Cllr Tom Wells:** The member was not present.

118/13 Reports of the:

a) **Parish Paths Warden:** No report received

b) **Pond Wardens:** Report read out by the Clerk

Action: The Clerk to suggest a Duck sign is positioned on the Worcester Rd and to contact Highways to arrange if appropriate. The Clerk to respond to Gigi's query regarding the deposited soil.

c) **Playing Field:** No report received

119/13 Environmental Matters

a) **Verge Project** – Cllr Adeney and Cllr Bass updated the Council on the wildflower project. Unfortunately it was not as good as hoped at present as the weed killer had not taken as expected. Chris recommended to start again or to use a flay once more to take the heads off the weeds and then rake off the debris. Colin Smith had been contacted regarding the issue and his response was awaited. It was reported that Derek Wood from Rye cross had offered to use his machinery to address the issue and this would be investigated to ensure the planting licence was not being breached if the work was undertaken.

Cllr Bass asked if it would be possible to have details of the areas that were currently under contract to be cut by New Farm and the Highways Agency and to review the areas and consider including additional areas in the future.

Action: The Clerk to provide the Environmental Group with details of the areas that are cut by New Farm and by Highways. Cllr Bass to review the planting licence.

120/13 Correspondence

- a) **Clerk & Council Magazine** – Circulated to members.
- b) **Letter of Thanks from the Parish Link Treasurer** – The Clerk read out a letter of thanks received from the Parish Link Treasurer for the donation of £500 towards the running costs of the magazine.
- c) **Open Spaces Society Open Day** – The Clerk advised information regarding the open day at Castlemorton had been circulated and posters placed on the notice boards as requested by the society.

121/13 Finance:

- a) **Payment of Accounts:** Members **approved** the payments of accounts as in the presented schedule in Appendix 1.
- b) **Notification of receipts received:** Total of £17115 received, in Appendix 1.
- c) To **receive the quarterly finance report:** The quarterly finance report, circulated prior to meeting, was **approved**.

122/13 Topics raised by Councillors, Committees, Clerk & Parishioners:

- a) **Insurance** – The annual insurance policy renewal had been received. The policy was under a Long Term Agreement so no alternative quotations were sought. The only change was the request for weekly inspections of the play area to be undertaken. Cllr Atkinson **agreed** to regularly inspect the play area. The Councillors confirmed that the Parish Council were sponsoring the 'Big Lunch' and therefore it would be covered by the Parish Council's Insurance.

Action: The Clerk to email a weekly inspection checklist to Cllr Atkinson to use from the 1st September.

- b) **Dangerous Manhole Cover** – An email from a parishioner detailing a dangerous manhole cover close to the village pond was circulated prior to the meeting. The Clerk advised confirmation had been received from Nexus Housing that their maintenance staff had made it safe.
- c) **Parish Link** – Cllr Lamb advised his fellow Councillors that he had contacted the Editor of the Parish Link magazine and agreed to submit a report of the Parish Council activities for each edition.
- d) **Bus Shelter at Hanley Castle High School** – An email received from Grant Matthews asking the Parish Council to consider making a donation towards a bus stop at the school. It was **agreed** that the Parish Council would concentrate on working with the school on the creation of a cycle route which might require funding to be donated.

Action: The Clerk to contact Mr Matthews and advise him of the Parish Council's decision.

123/13 Items for Future Agendas

- a) Invitation to Hanley Castle High School Head Teacher and Chair of Governors to attend the next meeting.

124/13 Date of Next Scheduled Meeting: 19th September 2013

The meeting closed at 8.55 pm

Signed Date: 19th September 2013

Chairman

Appendix 1: Schedule of Receipts & Payments 18th July 2013

Receipts

MHDC	Section 106 Arts Grant	925.00
MHDC	Section 106 Safety partnership	4000.00
MHDC	Section 106 Youth Grant	9000.00
Youth Committee	Contribution to Youth Project	3190.00
	Total	17115.00

Payment of Accounts: The under mentioned accounts were approved:

<u>July Cheques for Approval</u>		
Monster Play	Remaining 20% deposit	4209.4
HMRC	1st Quarter PAYEE	42.20
Mrs Susan Hughes	Asst Clerk Duties	65.02
Mrs Abunassar	Jun & July Clerk Duties	657.76
Peter Sauntson	June Lengthsman	26.00
Peter Sauntson	Willow Tree Cut	80.00
New Farm Ground Maintenance	June Cuts	550.8
Came & Company	Annual Insurance	777.27
Mrs Abunassar	Stamps & Stationary	24.92
	Total	6433.37

Signed

Chairman

Date: 19th September 2013