**HANLEY CASTLE PARISH COUNCIL**

**Minutes** of the Meeting of the Parish Council held on Thursday, 17th November 2016 at Hanley Swan Village Hall, starting at 7pm.

**Present:** Councillors: Sue Roberts (Chairman), Bob Lamb, John Taverner, Sue Adeney (arrived at the end of the meeting) Alex Walker

**Apologies:** Peter Goodyear & Marjorie Nelson (PPWs), CCllr Tom Wells Cllrs Wendy Roberts-Powell, Sarah Darwent (would be late), Alison Bolton DCllr Andrea Morgan

**In Attendance:** Mrs Rebecca Abunassar (Clerk), DCllr Mike Morgan, Gigi Field (Pond Warden)

**139/16 Welcome:** The Chairman welcomed all present. All apologies submitted to the Clerk were accepted.

**140/16 Declarations of Interest & Dispensation Requests from Councillors**

a) Register of Interests: Councillors were reminded that they should have updated their register of interests and sent them to John Williams at MHDC.

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

d) To consider and agree all requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – None Received

**Closure of the meeting to allow parishioners present to speak on any matters relating to the Parish.** None

**141/16 Minutes:**  The Minutes of the Meeting held on 20th October 2016 had been previously circulated and the minutes were **approved** and signed.

**142/16 Matters Arising & Progress Reports not Listed elsewhere on the**

**Agenda:**

Min 45a/16: Café Market’s proposal to jointly purchase a VAS – Cllr Taverner and the Lengthsman had finalised the order and a cheque for the deposit was requested to be raised so that the order could be placed with SWARCO. A lead time of 6 weeks was anticipated but the Clerk would update the Parish Council if it was expected to be longer. The question was raised about the current VAS and whether it would still be required. Cllr Taverner said that he would speak to the Lengthsman to determine whether it would be beneficial to have both or whether due to the poor functionality of the old VAS it should no longer be used.

**ACTION: Cllr Taverner to speak with the lengthsman to determine whether the old VAS is still viable.**

Min 98c/15: Speed Check on Welland Road & Min 88b/16: The issues around the Pond, Coverfield & the Green: There had been no change with the situation at Coverfield but Cllr Roberts would remind the housing association of their duty of care. A letter had been sent to the owners of Home Farm reminding them of their duty to maintain the road. A request of white line markings at the end of the road entering onto Worcester Road had been requested. The Clerk had tried to set up a meeting to discuss the speeding issues at the cross roads but had not had a response from Melanie Baker. DCllr Morgan explained that she had stepped down from the role and as yet there was no replacement. It was agreed that a meeting would be arranged at a date convenient for as many as possible to attend.

**ACTION: A meeting to be arranged to discuss the issues.**

Min 124/16: Royal British Legion Subsidence Claim – The insurance company were still awaiting the outcome of further sampling

Min 125a/16: War Memorial Repair: The Chairman read out a quotation and report from Steve Allard regarding the repair work. A second quotation received was also discussed. It was proposed by Cllr Taverner to go with Mr Allard’s quotation and to project manage it to stop any future issues from arising. This was seconded by Cllr Walker and all others were in favour. The possibility of donations was discussed and it was agreed to approach the British Legion and other organisations within the parish regarding possible donations.

**ACTION: The Chairman to contact Mr Allard. Councillors to raise the issue of donations with parish organisations.**

MIN 129e/16:APP/E1855/X/16/3147848 - Waste Incinerator, Hangmans Lane, Hanley Castle. Following the issuing of acertificate of lawful use or development and comments made by the applicant in the press a letter had been sent to Mr Styles inviting him to meet with the Parish Council to discuss the site and its future use.

**ACTION: Meeting to be arranged with Mr Syles by the Chairman and the Clerk to include CCllr Wells.**

**143/16 Finance:**

a) Payment of Accounts:Members **approved** the payments of accounts as in the presented schedule in Appendix 1.

b) Notification of receipts received: none received

c) Budget Considerations: Cllr Taverner advised that he and the Clerk would meet to produce the budget for next year before the January meeting and therefore would require any items for consideration by the end of the year. He asked Cllr Lamb to send him any anticipated NHDP spending requirements as soon as possible.

**ACTION: Councillors to send any items they wish to be considered for the budget to Cllr Taverner.**

**144/16** **Planning:**

1. To Consider the following applications referred by MHDC for consultation:

16/01529/CLE Lawful Development Certificate for an existing use of Butchers storage building with commercial kitchen and freezer room

 Butchers Shop, Worcester Road, Hanley Swan, WR8 0EA

**No objections raised.**

16/01424/FUL Construction of two-storey office building, including associated access, parking and landscaping.

 Willow End Park, Blackmore Park Road, Welland, WR13 6NN

**No objections raised.**

16/01271/HOU Proposed garage, carport and garden store - amendment to permission 13/01247/HOU

 Baytree Cottage, Gilberts End, Hanley Castle, WR8 0AS

**No objections raised.**

b) To consider under the Scheme of Delegation any Planning Applications received

between the publication of the agenda and the Meeting:

1. Details of Decision Notices Received to-date: -

**16/01201/REM**  Land at (Os 8113 4257), Welland Road, Hanley Swan,

Reserved matters application for approval of access, appearance, scale, layout and landscaping following grant of permission 14/01498/OUT for erection of 4 dwellings.

**APPROVED 11/11/2016 –** it was noted the officer’s report was incorrect. Cllr Lamb to email DCllr Morgan to look into.

1. Details of enforcement action: None
2. Details of Appeal Notices Received to-date: None

**145/16 Highway Matters**

1. Works for the Lengthsman – Cllr Traverner reported that the Lengthsman was reasonably happy and that he would ask the Lengthsman to submit his latest invoices for payment.
2. Reports: It was noted that the Hanley Castle sign had been removed but the posts still remained and were a hazard. The Clerk was asked to request that they were removed.

Cllr Traverner commented on the state of the footpath between Fortey Green and No.1 Roberts End, as it was collapsing on the hedge side. Cllr Darwent was asked to take a photo to email to Highways when it was to be reported as being a danger to pedestrians.

**ACTION: The Clerk to report above issues to the Highways Authority.**

**146/16 District & County Councillors Reports**

1. District Cllr Morgan:Cllr Morgan advised that the ward budgets had been allocated and all of his was given to Upton to launch an electronic calendar to make people aware of future events. Having a link to it from the Hanley’s website was discussed and Cllr Darwent agreed to speak to Dave Morton. Cllr Morgan went on to say the Cllr Andrea Morgan still had money to be used if any suitable suggestions were forthcoming.
2. County Cllr Tom Wells: Cllr Wells was not present.

**148/16 Report of the:**

1. Parish Paths & Tree Warden **–** (Peter Goodyear) - Peter’s report was read out. Cllr Taverner said that Peter had led the pathway with the help of some parishioners. The work on the small oak tree had been completed.
2. Pond Wardens(Neil & Gigi Verlander) Gigi updated the councillors on the work that they had done around the pond.

The Wardens said they would try to get hold of Wade Muggleton to discuss the reeds and whether it was advisable to remove them from the pond. The Councillors said that they would be happy to cover any costs involved with the work if an indication of the amount involved could be made before work started. They thanked the Wardens for all their hard work and effort looking after the pond.

c)Playing Field Warden(Graham Holmes) – No report provided but a replacement kickboard was discussed and it was agreed to pass quotations onto Cllr Adeney who would liaise with Sergio.

**ACTION: The Clerk to investigate Kickboards.**

d) Local Police - An email had been sent asking for an update.

**149/16 Environmental Matters**

Report of the Environmental Working Group – No report received

**150/16 Neighbourhood Development Plan** –Cllr Lamb updated the Parish Council on the NDP. Two meetings had been held with MHDC to go through the issues and queries they raised.

**151/16 Correspondence**

a) BT Phone Box Adoption – The Clerk had been advised that the phone box at Hanley Castle was going to be removed and that the Parish Council had to respond to a questionnaire regarding its future. It was discussed and agreed to speak to the owners of the old Post Office and ask if they wished it to remain and also to contact other Parishes who had adopted theirs to find out if there were any additional costs incurred with adoption.

b) Lamp post at Hanley Swan – An email had been received from Mr Evanson regarding a disused lamp post outside his property. The Parish Council had no objections to him painting it.

**152/16 Topics raised by Councillors, Committees, Clerk & Parishioners –**

1. Girl Guide Parking Request– An email received asking about possible parking in the Parish was discussed and it was suggested to pass on the details of Ann Robinson.

 **153/16** **Councillors reports and items for future agenda:**

 None raised

**154/16 Date of Next Scheduled Meeting:** 19th January 2017

 Signed ……………………………… Date: 19th January 2017

 Chairman

**Appendix 1: Schedule of Payments & Receipts 17th November 2016**

**Payment of Accounts:** The under mentioned accounts were approved:

|  |  |  |  |
| --- | --- | --- | --- |
| **Chq No** | **Payee** | **Reason** | **£** |
| 1539 | S Roberts | Plaque engraving | 50.00 |
| 1540 | New Farm Ground Maintenance | October Cuts | 693.60 |
| 1541 | Rebecca Abunassar | Oct & November pay | 800.56 |
| 1542 | Grant Thornton | Audit Inspection Fee | 240.00 |
|  |  | **Total** | **1784.16** |

Signed ……………………………………… Date: 19th January 2017

 Chairman