**Hanley Castle Parish Council**

**Minutes** of the Meeting of the Parish Council held on Thursday, 20th July 2017 at Hanley Swan Village Hall, starting at 19:00.

**Present:** Councillors: Sue Roberts (Chairman), Bob Lamb, John Taverner, Alex Walker, Wendy Roberts-Powell & Sue Adeney

**Apologies:** Councillors: Sarah Darwent & Alison Bolton, Peter Goodyear (PPW), DCllr Andrea Morgan, DCllr Mike Morgan, Gigi Field (Pond Warden)

**In Attendance:** Mrs Rebecca Abunassar (clerk), Marjorie Nelson (PPW) & 3 Parishioners

**94/17 Welcome:** The Chairman welcomed all present to the July Meeting of the Parish Council. She accepted the apologies submitted to the Clerk.

**95/17 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 the Monitoring Officer 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.***

There was a question from the floor regarding whether white gates were going to be used as a traffic calming measure. The Council responded that they were looking into them and were working with Highways on where they should be located and then a firm cost could be sought and the matter voted on but the Council were in favour of them if affordable in the correct locations. The question of the use of rumble strips was then raised, Cllr Adeney confirmed that things were progressing and that the notes of the committee would be issued in the September Parish Link edition. The Council were also waiting on the Community speed team to verify the Parish’s suitability for the scheme.

Concern from the floor was then raised regarding Albion Lodge’s planning application. The main concern was the impact the development would have on the water table and a lake in the grounds of a neighbouring property. They were also concerned about the additional traffic it would generate and the location of the entrance on a bend. Cllr Roberts explained about the visibility splay that they would have to adhere to and that Highways would ensure it was safe. She advised that the Council had had a site visit and met with neighbours and the applicant to share their concerns. She also explained that the application would be discussed later in the meeting under the Planning Item.

She thanked those present for their contribution to the meeting.

**96/17 Minutes:**  The Minutes of the Meeting held on 15th June 2017 had been previously circulated and the minutes were **approved** and signed.

**97/17 Matters Arising & Progress Reports not Listed elsewhere on the**

**Agenda:**

Min 98c/15: Speed Check on Welland Road & Min 88b/16: The issues around the Pond, Coverfield & the Green: This was discussed in the Open section of the meeting and it was agreed that the notes from the committee’s meeting would be issued in the September Parish Link.

**ACTION: Cllrs Adeney & Darwent to arrange for the notes to be in The Parish Link.**

Min 124/16: Royal British Legion Subsidence Claim – The application to fell 5 oak trees had been determined by MHDC Planning and they had refused part of it and approved part. The Parish Council had been advised that permission to fell the oak tree closest to the building had been granted but that the felling of the remainder refused. No response had come from the British Legion to an email sent by Cllr Roberts; Cllr Walker provided an email address of the person he thought was the current chairman and it was agreed that the clerk would forward the email to him. It was also agreed that the advice of a structural engineer would be sought and two names had been put forward.

The Clerk would contact them and ask for an indication of their costs.

An email had been received from the third party insurers with reference to approval for the works to take place but the document was not attached. It also intimated that they expected the Parish Council to pay for the work. The Clerk had responding asking for the order to be attached and for confirmation that they Council are required to pay for the work.

**ACTION: The Clerk to continue to liaise with both Insurers and to contact the recommended Structural Engineers.**

Min 151a/16: BT Phone Box Adoption – A useful leaflet regarding maintenance had been received from BT. Cllr Roberts would organise the work.

**ACTION: Cllr Roberts to organise maintenance work on the phone box.**

**98/17 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

**99/17** **Planning:**

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

|  |  |  |
| --- | --- | --- |
| [**17/00784/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75682) | Lindsey Worcester Road Hanley Swan | Demolition of garage and erection of extension at front of property |
| **No Objection** |
| [**17/00842/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75740) | Horsell Gilberts End Hanley Castle | Demolition of garage, link and conservatory. replace dormer windows, erection of new garage, single storey side extension, extend rear roof to create covered area and kitchen extension and render and clad the exterior of the building.  |
| **No Objection** |
| [**17/01000/RM**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75898) | Land At (os 8393 4221) Church End Farm Hanley Castle WR8 0BW | Reserved Matters application for 4 dwellings and approval of layout, appearance, landscaping and scale. |
| **No Objections but it was agreed to request a speed bump to slow vehicles done when exciting the site across the footway/cycle path** |
| [**17/00550/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75451) | Albion Lodge Retirement Home Hanley Swan WR8 0DN | A hybrid application comprised of a detailed planning application for the erection of 16 extra-care apartments and an outline planning application for the erection of 24 extra-care apartments (including the property known as "The Close") to the north east of the existing residential care home known as Albion Lodge. The hybrid application includes a new access, drainage, landscaping, parking and other associated works.  |
| **A site visit had been held and concerns regarding impact on a neighbouring lake had been noted. It was agreed that phase 2 of the application was extremely vague and it was not clear if it would be C2 or C3 care provided. After a lengthy discussion it was agreed to ask if the new building could be white rather than the red brick proposed to help it blend with the existing building. The question of what amenities would be available for use by parishioners was also raised as it was felt that they could benefit the community. A request for adequate screening of the 2nd phase along with the need to ensure the flow of water to the lake would also be made.**  |

**ACTION: The Clerk to respond to MHDC planning**

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

between the publication of the agenda and the Meeting: None Received

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

|  |  |  |  |
| --- | --- | --- | --- |
| [**17/00865/TPOA**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75763) | The Royal British Legion, Coverfield, Hanley Swan, Worcester, WR8 0EG | Fell five oak trees | Split Decision – 1 oak |
| [**17/00530/AGR**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75431) | Land At (Os 8260 4184) Gilberts End Hanley Castle | Prior notiification of agricultural steel barn. | Decision - Refused |
| [**17/00289/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75188) | 27 Church End, Hanley Castle, Worcester, WR8 0BL | Extension and Internal alterations to create new ground floor wet room with level access, new glazed openings either side of chimney. | Approved |

1. Details of enforcement action: None
2. Details of Appeal Notices Received: None received

**100/17 Highway Matters**

 Road Safety Matters– Cllr Taverner had had an informal meeting with Ken Nottage regarding the speeding of show traffic through the village and asked him what The Showground proposed to do about it. He advised that it was the traffic setting up for the shows that was the issue as on show days the volume of traffic hinders speeding. Mr Nottage said he would ensure the problem was addressed for up and coming events. They were very sympathetic to the problem and the matter of part funding a VAS for the parish was being discussed at the next board meeting.

Cllr Adeney said that the Shop had few stickers left for the bins so more might need to be ordered. She had also drafted a polite parking notice that could be placed on the windscreen of cars parked on the pavement. It was agreed to try and print the notice on card to assist with it being seen.

**ACTION: Cllr Adeney to send the parking notice to the Clerk for printing on card if possible.**

Works for the Lengthsman - The VAS had been sent off to SWARCO for repair and an indication of cost had been received so it had been approved to repair and then the insurance company would be contacted to see if the damage repair costs could be claimed back. The Clerk was asked to seek a timeframe for the repair work.

Reports: The footpath by No.1 Roberts End to The Holloway had been edged out to 1.1m which had caused a problem by Fortey Green as it was falling into their field. It was agreed to contact Ringway and ask them to resurface it as it had also further destroyed the surface of the path in many places.

The issue of Gilberts End was also raised again as it still had not been resolved. It was agreed to ask Hannah Davis to have a look at it again and if a site visit is undertaken to contact Cllr Adeney and she will show them the issue.
**ACTION : Report the issues raised to Hannah Davies and Ringway.**

Work by Tara, Roberts End – The Lengthsman was unable to install the bollards by Tara as requested to prevent soil erosion and to try and prevent flooding as there was tarmac below the surface. Flooding of the property had been imminent recently and sandbags had again been required. It was agreed to report the matter again to The Hub.

**ACTION: Cllr Darwent to liaise with the officers investigating and Clerk to log it as a problem.**

Bowling Green to Church End – The footpath continued to be a problem and would be reported to Hannah Davies. Cllr Walker to email the Clerk pictures of the pothole.

**ACTION: Cllr Walker to email the Clerk photos to send to Hannah Davies & the Hub.**

Cllr Walker asked if it would be possible to have a one way system by The Swan as it had been suggested by a Parishioner. Cllr Adeney explained that the idea had been suggested to Highways who said it could be done but would take several years and they didn’t think it would greatly assist the problem.

**101/17 District & County Councillors Reports**

1. District Cllrs Morgan: Members were not present but a report sent by DCllr Mike Morgan was read out.
2. County Cllr Tom Wells: Member not present.

**102/17 Report of the:**

1. Parish Paths & Tree Warden **–** Peter Goodyear’s report was read out by the Clerk. Marjorie Nelson said the Enforcement Officer had cut the padlock to allow access to the footpath by the horses’ field but it had been locked again. It had been reported and the Enforcement Officer had gone back again and a stile has now replaced the gate. It was also reported that Nick Briggs had done some work on the Waymark Posts.

In his Tree Warden Report Peter had mentioned the overhanging tree branches by Chapmans Orchard. He had been speaking to someone at Fortis Living. It was suggested the Clerk contact him to find out who he had been talking to to try and progress the matter.
**ACTION: The Clerk to speak with Peter.**

1. Playing Field Warden(Graham Holmes) – Peter Goodyear had attended to the tree to try and prevent children climbing on it. The acquiring of a Kickboard was still ongoing. It was agreed to seek quotations for better signage for ‘No Dogs Allowed’ as it was being ignored.
**ACTION: Cllr Roberts to investigate if the Kickboard could be built locally. The Clerk to get signage quotations.**
2. Local Police - No report provided.
3. Pond Warden –The Pond Warden asked if the benches by the pond could be painted grey to be in keeping with the pub, it was agreed that the benches should be recoated in their existing varnish as they are memorials for parishioners.

Cllr Walker asked if a fountain could be put in the middle of the pond to prevent the algae and keep the water clean. It was agreed to ask Gigi to investigate and see what could be done to oxygenate the pond.

**ACTION: The Clerk to email Gigi.**

**103/17 Environmental Matters**

Report of the Environmental Working Group: Cllr Adeney reported that Ann Tainton was doing a wonderful job litter picking. It was suggested that the High School be asked if they could undertake litter picks during term time. Cllr Adeney also said she would soon be sything the verge with assistance from Jackie.

**ACTION: Email the school to ask if litter picks could be undertaken.**

**104/17 Neighbourhood Development Plan** – Cllr Bob Lamb said the comments received had been gone through and he was pleased to report that there had been 264 views of the draft plan on the website. He was now looking to set up a meeting with David Clarke at MHDC so things were progressing as planned.

**105/17 Correspondence**

* 1. Transport Strategy – Worcestershire Rail Investment Consultation – It was agreed to forward the document to Cllr Roberts-Powell to see if it held any relevance to the Parish and circulate it to all Councillors so they could review it if they so wished.
	**ACTION: The Clerk to forward the email to Cllr Roberts-Powell**

**106/17 Topics raised by Councillors, Committees, Clerk & Parishioners –**

1. Ken Nottage – The Clerk advised that she had given the meeting dates to Ken Nottage and he was able to attend the September meeting.
2. Blocked Culvert by the Primary School – Cllr Walker reported a blocked culvert between the primary school and Tyre Hill. He said he would take photos to forward to the Clerk so that it could be reported.
3. Autumn Show Tickets – The question of when the draw would be open was raised. Cllr Roberts-Powell said she would email the Three Counties to remind them to send them as soon as they were able to so that the draw could be publicised.

 **107/17**  **Councillors reports and items for future agenda:**

* 1. Ken Nottage’s attendance.

**108/17 Date of Next Scheduled Meeting:** 21st September 2017

 Signed ……………………………… Date: 21st September 2017

 Chairman

**Appendix 1: Schedule of Payments & Receipts 20th July 2017**

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

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Payee | Reason | Amount £ |
| 1574 | New Farm Ground Maintenance | June Cuts | 693.60 |
| 1575 | Rebecca Abunassar | July Clerk Duties | 410.00 |
| 1576 | HMRC  | Q1 PAYE | 15.40 |
| 1577 | VOID |  |  |
| 1573 | Hanley Swan Flower Show Committee | Donation to cover PL Insurance | 168.00 |
|  |  | Total | 1287.00 |

Signed ……………………………………… Date: 21st September 2017

 Chairman