**Hanley Castle Parish Council**

**Minutes** of the Meeting of the Parish Council held on Thursday, 21st September 2017 at Hanley Swan Village Hall, starting at 19:00.

**Present:** Councillors: Sue Roberts (Chairman), Bob Lamb, John Taverner, Alex Walker, Sue Adeney, Sarah Darwent & Alison Bolton

**Apologies:** Councillors: Wendy Roberts-Powell, Peter Goodyear (PPW), DCllr Andrea Morgan, DCllr Mike Morgan, Gigi Field (Pond Warden) Marjorie Nelson (PPW)

**In Attendance:** Mrs Rebecca Abunassar (clerk) & Ken Nottage (Chief Executive, The Three Counties Showground)

**109/17 Welcome:** The Chairman welcomed all present to the September Meeting of the Parish Council and thanked Ken Nottage for accepting the invitation to attend. She accepted the apologies submitted to the Clerk.

**110/17 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: Cllr Taverner declared an interest in item 7 a) 17/00795/LB as the applicant.

c) To declare any Other Disclosable Interests in items on the agenda and their nature:

Cllr Adeney declared an interest in item 7 a) 17/01299/FUL as a neighbour

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.***

**111/17 Minutes:**  The Minutes of the Meeting held on 20th July 2017 had been previously circulated and the minutes were **approved** and signed.

**112/17 Ken Nottage – Chief Executive of the Three Counties Showground**

The Chairman warmly welcomed Mr Nottage and invited him to update the Council on the activities of the Showground. Mr Nottage explained that the Three Counties Showground was a charity and an events company which was responsible for letting out the showground. It raised 80% of its income from 3 major events that they ran. The Charity’s key objective was education and the promotion of agriculture & horticulture in the rural economy. He said that they were conscious of the impact they had on neighbouring residents and were working hard to limit noise pollution, they were also working on the site’s drainage and infrastructure to reduce the implications of poor weather on days of their major events. He was aware that traffic was a new challenge and this was due to the increasing success of the events but assured that it would not get any busier as it was at its capacity. He confirmed that they were working with Highways to identify snag points on the routes to and from the showground and to look at different ways to ensure the traffic flowed rather than blocking the surrounding roads. He confirmed that the Board were happy to contribute to the purchase of a vehicle activated sign in the hope it would deter speeding through Hanley Swan.

He explained that some of the events that attracted complaints, like Truckfest, were organised by third parties but they did everything they could to ensure that the organisers adhered to their strict regulations regarding holding events at the Showground.

He went on to talk about the application to build lodges at Langdale Wood and the requirement that any plan must make the location ‘significantly better’. The need for the lodges was driven by the lack of hotels and B&B’s in the vicinity of the Showground.

The Parish Council thanked Mr Nottage for all the tickets they donated to the parish and said that the parishioners really appreciated them.

**113/17 Matters Arising & Progress Reports not Listed elsewhere on the**

**Agenda:**

Min 124/16: Royal British Legion Subsidence Claim – The Clerk advised that several Building Surveyors had been contacted regarding providing advice. Only one had come back to say they were able to assist. They had quoted a charge of £102 an hour plus VAT. It was discussed and agreed that the Surveyor would be contracted for the maximum of 5 hours work. The advice sought was to review the reports received and the opinion of whether the action of cutting the tree down would halt the subsidence damage and if possible clarification on the building’s current footings.

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

Min 151a/16: BT Phone Box Adoption – Cllr Lamb had circulated information regarding a grant that was available from Cemex. It was agreed that the Clerk would apply for funding of materials to revamp the Phone Box. There was a discussion regarding the location of the Phone Box and whether it might be best to move it to a more frequented location. It was agreed to wait before making the decision and the Clerk to look into the ease of relocating Phone Boxes.

**ACTION: The Clerk to apply to Cemex and to look into the feasibility of relocating a phone box and cost implications.**

**114/17 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

**115/17** **Planning:**

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

|  |  |  |
| --- | --- | --- |
| [**17/01299/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76197) | 1 Villa Cottages Gilberts End Hanley Castle Worcester WR8 0AS | Change of use of an existing bedding and feed store (approved under 00/00660/FUL) to form annexe accommodation including alterations to existing structure to increase  |
| **Objection on the grounds it would be a development outside the settlement boundary and in open countryside** |
| [**17/00795/LB**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75692) | Ivy House Hanley Swan, Worcester WR8 0DR | Repairs to south-west gable timber frame including: Removal of inappropriate paints. Replace and extend existing pentice boards  |
| **No objections raised** |
| [**17/01336/OUT**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76234) | 190 Poolbrook Road Malvern WR14 3JZ | Application for the removal of condition 15 of Outline Planning Permission 15/01399/OUT to remove the restrictions on the number of bedrooms each dwelling could have  |
| **Objection on the grounds that smaller properties as per the original application were required for the parish rather than 4+ bedroomed properties** |
| [**17/01004/LB**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75902) | Brickwalls Farm Gilberts End Hanley Castle  | Three conservation rooflights to rear |
| **No Objection**  |

**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:

|  |  |  |
| --- | --- | --- |
| [**17/01262/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76159) | Bramley Cottage Worcester Road Hanley Swan, Worcester WR8 0EA | Proposed extension of dwelling (Former Butchers Shop) to include existing first floor accommodation with replacement of dormer window to form new side gable and alteration of roof pitch to existing rear 'lean-to' |
| **No Objections raised** |

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

| **Application Number** | **Location** | **Proposal** | **Status** |
| --- | --- | --- | --- |
| [**17/00855/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75753) | Walmer Lodge Hanley Swan WR8 0DX | Demolition of existing dwelling and construction of 4 dwellings. | Withdrawn |
| [**17/01171/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76069) | Poppy Cottage Hanley Castle, Worcester WR8 0BT | Conservatory to rear  | Approved |
| [**17/01178/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76076) | The Grange Hanley Swan Worcester WR8 0DN | Erection of detached dwelling house | Refused |
| [**17/00922/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75820) | Land At (Os 7968 4398) Blackmore Park Hanley Swan WR14 3LF | Proposed Agricultural Storage Building | Approved |
| [**17/01148/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=76046) | Jessamine Cottage Gilberts End Lane Hanley Castle Worcester WR8 0BX | Two storey rear extension together with porch to side elevation, change flat roof to pitched and render existing garage. | Approved |
| [**17/01093/NMA**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75991) | Merebrook Farm Hanley Swan Worcester WR8 0DX | Non-Material Amendment to reference 16/00378/HOU for the amendment to the side elevation incorporating revised timber frame detailing and substitution of solid infill panels with glazing. | Approved |
| [**17/01065/CAN**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75963) | Three Kings Inn Church End  | Fell one poplar and one sycamore | Split Decision |
| [**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 | Approved |
| [**17/00842/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75740) | Horsell Gilberts End Lane Hanley Castle Worcester WR8 0BX | 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.  | Approved |
| [**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.  | Approved |
| [**17/00516/HP**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75417) | Cherry Tree Cottage, Picken End, Hanley Swan, Worcester, WR8 0DQ | Single storey rear extension and internal alterations. | Approved |
| [**17/00517/LB**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75418) | Cherry Tree Cottage, Picken End, Hanley Swan, Worcester, WR8 0DQ | Single storey rear extension and internal alterations. | Approved |
| [**17/00112/FUL**](https://plan.malvernhills.gov.uk/plandisp.aspx?recno=75000) | Shalimar, Welland Road, Hanley Swan, Worcestershire, WR8 0DA | Demolition of one dwelling and outbuildings. Erection of five dwellings with garages and formation of private drive and turning head. | Approved |

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

**116/17 Highway Matters**

Road Safety Matters– Cllr Darwent advised that a meeting had been held with Hannah Davies, WCC Liaison Officer and that the meeting had been very encouraging. She had agreed to pay for the installation of white gates as she felt that they would be a good speed deterrent and suggested having 2 sets of them, one on the approach from the Three Counties Showground and one on the approach to the school. She was going to look at the location approaching the school to get an indication of the size that would be required. She recommended two suppliers to obtain quotations from. Cllr Adeney reminded the Council that Cllr Tom Wells had pledged £1000 towards the cost of gates. Hannah Davies was going to arrange a meeting with the Headmaster of the Primary School to discuss the issues and would invite members of the Parish Council to join them.

Cllr Darwent then ran through all the suggestions that Hannah made and said a request had been made from a Parishioner regarding a pelican crossing from the pond to the shop. It was being looked into but they were extremely expensive and it could take up to 2 years if permission was granted.

The issue of flooding at Tara was also discussed and had been raised with Hannah Davies who would investigate the possibility of installing a kerb.

Cllr Taverner raised the point that the knee rails by the pond were not all in the correct place and that it required an additional length to serve their purpose of preventing soil erosion. It had been mentioned to Hannah and she was going to look into the matter.

**ACTION: The Clerk to liaise with Hannah Davies to obtain quotations for the Welcome Gates and to meet with the Primary School Headmaster.**

Works for the Lengthsman - Cllr Taverner said that the Lengthsman had all the work under control. He was keeping clear all the footways and had cleared the BMX area.

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 and had been raised with Hannah Davies as the pathway was in a very poor state of repair. Cllr Taverner had been corresponding with Cllr Wells over the matter as he had received several complaints. The Clerk had also reported it again via the Hub and included photos to show the damage.

The Clerk asked if she could receive regular invoices from the Lengthsman as it had been requested by the new Administrator. Cllr Taverner said he would ask but said they would not be able to be monthly. It was suggested that quarterly invoice would be suitable and this would be fed back to the Scheme’s Administrator.
**ACTION : All to continue to raise the issues with Hannah Davies.**

**116/17 District & County Councillors Reports**

1. District Cllrs Morgan: Members were not present
2. County Cllr Tom Wells: Member not present.

**117/17 Report of the:**

1. Parish Paths & Tree Warden **–** Report read out – there was still an issue with an overhanging tree outside Chapmans Orchard. It was suggested that the Chairman would speak to the Headmaster at the Primary School to suggest they also contacted the Council to request it was attended to.
2. Playing Field Warden(Graham Holmes) – No report but Tree Warden advised he would cut another branch off the tree in the play area to prevent children climbing on it.
3. Local Police - Report provided indicating no crimes had been committed during August. The Clerk was asked to find out if they had traffic accident information.

**ACTION: The Clerk to ask if they had traffic accident information.**

1. Pond Warden – The Clerk advised they were investigating ways to aerate the pond as requested. Cllr Taverner said that they were going to move and repair one of the benches.

**118/17 Environmental Matters**

Nothing was reported this month.

**119/17 Neighbourhood Development Plan** – Cllr Bob Lamb said that the submission version was now being drafted following the comments received on the documents circulated.

**120/17 Correspondence**

a) Smart Water Initiative - Email from PCSO Claire Dougherty was agreed to be circulated to see if it was thought to be of interest.

b) Parish & Town Council Forum – Cllrs Adeney & Darwent said they would attend the forum on Monday 23rd October. The Clerk to email details across to them and inform Clare Vaughan of their attendance.

**121/17 Topics raised by Councillors, Committees, Clerk & Parishioners –**

1. Three Counties Draw – The Draw had successfully taken place and the winners notified.

 **122/17**  **Councillors reports and items for future agenda:**

* 1. Assets of Community of Community Value – Cllr Adeney raised the matter which had been discussed at previous meetings. It was agreed to continue with the process of registering the shop and she would endeavour to find contact information for the owners of St Gabriel’s Wood.

**123/17 Date of Next Scheduled Meeting:** 19thOctober 2017

 Signed ……………………………… Date: 19th October 2017

 Chairman

**Appendix 1: Schedule of Payments & Receipts 21st September 2017**

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

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Payee | Reason | Amount £ |
| 1574 | Zurich Insurance | Annual Insurance | 417.05 |
| 1575 | Mrs Abunassar | August & Sept Pay & stamps | 829.60 |
| 1576 | Information Commissioners Office | Renewal | 35.00 |
| 1577 | void |  | 0.00 |
| 1578 | WDBF Ltd Glebe | Rent 29/09 - 24/03/17 | 125.00 |
| 1579 | New Farm Ground Maintenance | July & August Cuts | 1734.00 |
|  |  | Total | 3060.65 |

Signed ……………………………………… Date: 19th October 2017

 Chairman