

# HARVINGTON PARISH COUNCIL.

Clerk Mrs. N. Holland – 01386 793050.  
Morton Wood Farmhouse, Morton Wood Lane, Abbots Morton, WR7 4LU.  
Email: harvingtonpc@gmail.com  
Website: <http://e-services.worcestershire.gov.uk/myparish/>

**You are hereby summoned to attend an Ordinary Parish Council Meeting on Wednesday June 13th 2018 at 7.45pm in Harvington Village Hall. Please inform the Clerk if you are unable to attend. The meeting is open to all members of the public and the press. Residents are welcome to attend and can address the meeting during Public Question Time.**

## AGENDA.

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| 1.   | <b>To consider apologies</b> and to approve reasons for non- attendance.   |
| 2.   | <b>Declarations of Interest:</b> with reference to items on the agenda members are reminded of their responsibility to declare interests as defined in the Code of Conduct and to update their Register of Interests held with Wychavon District Council.  |
| 3.   | <b>Dispensations:</b> to consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote. Requests to be submitted to the Clerk prior to a meeting. (S33 of the Localism Act 2011).  |
| 4.   | <b>To receive reports from County, District Cllrs. and Police.</b>   |
| <b>The meeting will be adjourned for Public Question time.</b> |  |
| 5.   | <b>Minutes:</b> to consider the adoption of the minutes of the Annual Parish Council meeting held on 09.05.18.   |
| 6.   | <b>Clerk's report:</b><br><u>New Homes Bonus funding</u> – currently available £14,284.<br><u>Condition of verges Village Street</u> – meeting held with Highways Officer, Cllr. Mr. Langley and County Cllr.<br><u>Overgrown Shrubbery, The Rowans</u> - reported to Highways Hub.<br><u>Councillor vacancy</u> – no bye election has been called. Post advertised for Co-option, closing date for applications 2 <sup>nd</sup> July 2018.<br><u>External Audit</u> – notice of public rights and publication of unaudited annual audit papers commenced on 4th June 2018. All papers submitted to Auditor.<br><u>Parish/Town Council event on Thursday 5 July 2018</u> at 6.15pm at Wychavon District Council offices.<br><u>Worcestershire CALC Summer 2018 Training programme</u> - book places for events through the Clerk.<br><u>Parish Path Partnership Scheme</u> – confirmation received of funding for 2018-19. |
| 7.   | <b>To note written reports from representatives: (Items not for discussion).</b><br>a) Perkins Educational Trust.<br>b) PACT and Community Speed Watch.<br>c) Village Hall Management Committee. (Meeting held – nil of significance to report).<br>d) CALC Wychavon Area Meeting and Executive meeting 7 <sup>th</sup> June 18. (Report to be circulated prior to meeting).   |
| 8.   | <b>Neighbourhood Plan.</b>   |
| 8.1  | To consider the following:<br>a) Decision requested as to whether Councillor continues as a member of the Neighbourhood Plan   |

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|     | Steering Group (NPSG).<br>b) Procedure for dealing with data already tabulated and arrangement of meeting with Planning Consultant and Chair of Steering Group.<br>c) Proposal of Continuation of Neighbourhood Plan Steering Group.<br>d) Proposal for Parish website from NPSG. |
| 8.2 | To note identification of ownership of land.  |
| 8.3 | To consider a request from the Neighbourhood Plan Steering Group to display/comment on at the Church Fete statistics of the consultation of comments received and to display a road-map of what happens next.   |

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| <b>9.</b> | <b>Financial Matters.</b>  |
| 9.1       | To consider for approval schedule of payments and expenses and summary to 03.05.18.  |
| 9.2       | To consider the following grant applications:<br>a) Harvington Youth Project – grant for salary support for Youth Worker.<br>b) Harvington Cricket Club – assistance with repairs. |
| 9.3       | To consider School Prize for 2018 to be held on Monday 16 <sup>th</sup> July at 9.30am.  |

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| <b>10.</b> | <b>General Data Protection Regulations.</b>  |
| 10.1       | To note report from training session attended.   |
| 10.2       | a) To consider adoption of Privacy Policy.<br>b) To consider approval of Subject Access Data Request and Data Security Incident procedure. |
| 10.3       | To consider retention period for the following:<br>a) Planning Applications.<br>b) Grant applications.<br>c) Minutes.                      |

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| <b>11.</b> | <b>Harvington matters for discussion/decision.</b>   |
| 11.1       | Programme for checking assets.   |
| 11.2       | Update on weekly inspections and damage to Play area equipment.  |
| 11.3       | Update on Handyman post.   |
| 11.4       | Update on work outstanding from contractor.  |
| 11.5       | Jubilee Orchard:<br>a) Test patches for wild flowers on Orchard land.<br>b) Update on meeting held with Harvington Trust to look at Permissive Path. |

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| <b>11.</b> | <b>Planning.</b>   |
| 11.1       | To consider the following applications:<br>a) 18/01010/HP – Brickyard, Boundary House, Alcester Road, Harvington.<br><b>Proposal:</b> Single storey conservatory extension to the rear of the property.<br>b) 18/01062/HP - 39 Village Street, Harvington.<br><b>Proposal:</b> Internal remodelling -including the insertion of new doors and window- of the adjoining stable building, located within the residential curtilage; to provide additional living accommodation ancillary to the main dwelling house. |
| 11.2       | To note applications dealt by delegation:<br>a) 18/00505/HP 1 Brookdale, Harvington. <b>Proposal:</b> Proposed first floor extension above existing garage.<br><b>Comments:</b> None. <b>Permission granted.</b>   |

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|      | b) <a href="#">18/00872/GPDO</a> Upper Mallin, Leys Road, Harvington. <b>Proposal:</b> Change of use of existing Agricultural building into one residential unit. <b>Comments:</b> can be viewed on the WDC planning website.<br>c) <a href="#">18/00898/HP</a> Lyndhurst, Myatts Field Harvington. <b>Proposal:</b> Proposed single storey extension. <b>No comment.</b> |
| 11.3 | To note correspondence received from the Planning Authority:<br>a) <a href="#">18/00176/ADV</a> - Land East Of Bromley Close, Crest Hill, Harvington. <b>Application approved.</b>  |
| 11.4 | To receive update on Polytunnels Leys Road.   |

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| <b>12.</b> | <b>To consider correspondence received:</b>   |
| 12.1       | <u>Litter Pick:</u> Harvington Youth Group.   |
| 12.2       | Two requests received for traffic calming measures on blind spot as approaching Shakespeare Lane and Stratford Road junction. |
| 12.3       | To request provision of Litter Bin adjacent to Bench Golden Cross Public House.   |

**Circulation: All members of the Parish Council; District and County Councillors.**

**Dated: 7th June 2018.**

**Signed: Mrs. N. Holland (Clerk).**

### Correspondence received that does not require decision unless requested as an agenda item.

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| <b>Weekly CALC</b> updates provided via email to all members.  |
| <b>Weekly Worcestershire</b> Roadwork Report via email to all members.   |
| <b>Gambling Act 2005</b> - Consultation on Draft Revised Statement of Principles - Wychavon District Council until July 18.  |
| <b>Call for sites</b> - As part of the review of the South Worcestershire Development Plan - Malvern, Hills, Worcester City Council and Wychavon District Council have launched a call for sites consultation to get an idea of any new land that might be available for development. If you think you might know of or own land that might be suitable for development please <a href="#">click here</a> to find further information and to download a form. The deadline for responses is 2 July 2018. |
| <b>Review of South Worcestershire Development Plan (SWDP)</b> Background evidence updates- Village Facilities and Rural Transport Survey (VFRTS). The survey methodology and analysis has been updated slightly, to reflect, amongst other things, changes in national planning policy. Comments on the updated methodology consultation required by <b>Monday 2<sup>nd</sup> July 2018.</b>   |

### Supporting notes to agenda for meeting June 7th 2018.

| <b>Min: No:</b>           | <b>Update.</b>  | <b>Position</b>            |
|---------------------------|---|----------------------------|
| <b>81.3/17</b>            | Additional planters - waiting on License; Contractor to plant soon. | <b>Ongoing</b>             |
| <b>146.1/17</b>           | Bus Shelter, Alcester Road. Company to install in July.             | <b>Waiting on License.</b> |
| <b>Agenda No: 5</b>       | Minutes of May 2018 meeting enclosed.                               | <b>For approval.</b>       |
| <b>Agenda No: 7</b>       | Written reports attached or in June notes.                          | <b>To note.</b>            |
| <b>Agenda No: 8.1a</b>    | Email circulated to members 21.05.18                                | <b>For consideration.</b>  |
| <b>Agenda No: 8.1c/d</b>  | Request x 2 from NPSG circulated by email.                          | <b>For consideration.</b>  |
| <b>Agenda No: 8.3</b>     | Request from NPSG circulated to members by email 22.05.18           | <b>For consideration</b>   |
| <b>Agenda No: 9.1</b>     | Schedule of payments and expenses + bank summary.                   | <b>For decision.</b>       |
| <b>Agenda No: 9.2 a/b</b> | Harvington Grant applications x 2 circulated by email.              | <b>For consideration.</b>  |
| <b>Agenda No: 10.1</b>    | Report on GDPR training session.                                    | <b>To note.</b>            |
| <b>Agenda No: 10.2</b>    | Four papers for approval.   | <b>For approval.</b>       |
| <b>Agenda No.12.2</b>     | Request for traffic calming measures.                               | <b>For consideration.</b>  |