

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council: Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB Tel: 07846 125405

Email: hmhspc@gmail.com

www.worcestershire.gov.uk/myparish

Councillors are duly summoned to attend the **Parish Council Meeting** to be held at **7.00pm on Monday 18th September 2023** in the Main Hall, Salwarpe Village Hall

Members of the public and the press are entitled to attend.

Public Question Time – Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for further consideration at the discretion of the Chairman, after which, the Parish Council will commence its meeting. Members of the Public may not take part in the Parish Council Meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes. The adopted code is applicable to Councillors during Public Question Time.

Rights to Record Meetings - Admission to meetings Act 1960 s.1 (9) allows for members of the public and the press to report on the proceedings of the meeting (details and limitations displayed at the meeting).

Community Police Report - A Police & Crime Commissioner Report now distributed on a monthly basis in newsletter form

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest/Code of Conduct**
 - a) To declare any interest
 - b) To declare any Dispensations
 - c) To note the Code of Conduct and requirements of the Transparency Regulations (note not exempt authority)
 - d) To note the right to record meetings refer to displayed notice
3. **Standing Orders & Financial Regulations**
 - a) To note Standing Orders - Adopted November 2021 (including amendments 17/01/2022)
 - b) To note Financial Regulations - Adopted November 2021 (including amendments 17/01/2022 & 16/05/2022)
 - c) To review any Freedom of Information requests
4. **Minutes**
 - a) To consider for approval the Draft Minutes of the Annual Meeting of the Parish Council held 17th July 2023
5. **Community Legacy Grant – Patrick Connelly**
6. **Chairman/Clerk/ County & District Councillors - Progress on items from Minutes of 17th July 2023 Not otherwise covered by the agenda – See attached Action List**
7. **Chairman's Report**
 - a) Copcut Rise Update –
 - o Bus Shelter/Litter Bins
 - o Memorial Bench
 - o Allocation of Community Space
 - b) Highways – Newland crossroads to the Rugby club increased Traffic and Road Markings plus other Issues not covered by previous update
 - c) Sixways Asset of Community Value
8. **Deputy Chair Report (as per Item 7b)**
9. **Councillor Reports**
 - a) Electoral Review County Council Bowbrook Division – Report Circulated - (Cllr Meddings).
 - b) Neighbourhood Communications - Establishment of Parish Facebook Page – Cllr. R. Hewitt
 - c) Public Footpath Access/Undergrowth Clearance/ & Future Inspection & Maintenance - Cllr. R. Hewitt
 - d) s137 Consideration of Grant Provision for Chawson First School – Cllr. A. Johnson
 - e) Ragwort – Cllr J Brodrick
 - f) Worcester Rugby Club – Possible Unauthorised use of Car Park - Cllr. J Brodrick
 - g) West Mercia Police Drive, Hindlip Lane. Overgrown verges – Cllr. J. Brodrick
 - h) TPO's on Oak Trees at Hindlip Lane – Cllr. J. Brodrick
10. **Salwarpe Village Hall Committee Report (Council Representative – Cllr. J. Hill)**
11. **Reports of County & District Councillors (County Cllr. M. Bayliss. Dist. Cllrs. N.Wright & D. Birch)**

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12. Finance

- a) Review of Payments made and Received since the Last Meeting (see Appendix 1)
- b) Report on Year-to-Date Expenditure Compared to Budget
- c) Monitoring Officer to confirm Accuracy of Bank Payments
- d) Notification of Date for Internal Audit – Scheduled for 14th November 2023 9.30am
- e) Notification of Purchase of two replacement Lord Hindlip Trees £62 and Wildflowers/Cornflower £83
- f) Finance committee Meeting – To Set Meeting Date

13. Planning Consultations

- a) Applications (see Appendix 2)
Court Farm - 23/000007/CM – Consultation end date 21/9/2023
- b) Enforcements and Appeals (see Appendix 3)
- c) Temporary Granted Permissions (see Appendix 4)

14. Correspondence Received

15. Items for Future Agenda's:

To report matters of essential information and to raise items for future agendas. Items for debate or decision will be deferred to a future meeting. _

16. Items Carried Forward for Noting

- a) Defibrillator -- Expiry Pads July 2025. Battery November 2027 AED Warranty Expired April 2023
- b) Memorial Land – Possessory Title 2024
- c) **Pensions Regulator – Auto enrolment February 2026**

17. Date of next meeting

Monday 20th November 2023 7.00pm Salwarpe Village Hall

Signed



Mrs E. Gallagher, Clerk to Hindlip, Martin Hussingtree & Salwarpe Parish Council

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No	Councillor	Action	Response
1	M. Bayliss	A38 Copcut/Roman Way Island -Queues - Unsatisfactory traffic flow, long queues and impatient drivers with unsafe responses – - Lobby for longer term better solution - Discuss camera installation - Safety Partnership - Salwarpe abbreviation to be amended to full or right turn only	Update req
2	M. Bayliss	Martin Hussingtree Lights - Accident hot spot, Swan Pub exit dangerous right turn (turn left instruction suggested), Swan & Garden Centre exits & jumping lights issue - Discuss with County Safety Partnership and Highways for solutions	Update req
3	M. Bayliss	Road Closure Signage - not keeping up with display signage and not collecting signage after use. - Take issue to Highways	Update req
4	M. Bayliss	Hindlip Verges Discuss levelling and mowing for better pedestrian access with the relevant works team	Update req
5	M. Bayliss	Copcut Middle School Issue - Discriminatory one school option - out of line with the rest of the District - Investigate and feedback	Update req
6		Police attendance at meetings Marc to - encourage police presence (3 monthly)	
7	P. Oakley	The Green - Order cornflowers	Purchased
8	P. Oakley	Noise nuisance - contact residents to advise noise abatement recording	In abeyance
9	B Meddings	Electoral review - draft representations on behalf of the PC.	Agenda Item Sept
10	A Johnson	Grants – Feasibility for project Chawson First School	Agenda Item Sept
11	R Hewitt D Birch	Facebook - Draft proposal Send sample Facebook from neighbouring parish	Agenda Item Sept
12	All Councillors	Gulley Jetting Programme Community Legacy Grant Suggestions	Update req Agenda Item Sept
13	Clerk	Village Hall meeting date – send detail to Cllr. Johnson	Sent – Meeting 30/08/23

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Appendix 1

Payments and Receipts 12/07/2023 – 06/09/2023

Opening Balance Community Account 2022/23	32948.15
Less Payments	(6920.36)
Plus Receipts	0
Total Closing Balance	26027.79

Business Money Manager Deposit Account Opening Balance	72189.06
Interest 2/6/2023	296.73
	72485.79
Closing Balance May BMM Account	72485.79
Closing Balance Community Account	26027.79
Total	98513.58
Total allocated Reserves (Ring fenced see attached)	51446.28
Total Funds	91513.58
Ringfenced	(51446.28)
Available Funds	40067.30

Current Account			
Date	Recipient	Reason	Amount
12/07/2023	SHMH PCC	Magazine to July 24	380.00
12/07/2023	Councillor	Reimbursement of expenses	49.75
28/07/2023	Hindlip First School	Hindlip Breakfast Club Term 1	3541.00
29/07/2023	Salaries	July Salaries	517.61
		Bank charge July	8.00
29/07/2023	HMRC	July Salaries	118.00
10/08/2023	CALC	Training invoice 9251	180.00
01/09/2023	G Lungley	Training - A Johnson	17.50
01/09/2023	Salaries	August salaries	652.06
01/09/2023	HMRC	August salarie	147.50
01/09/2023	Wychavon District Council	Election Recharge	1308.94

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Total			6920.36

Current Account

Money Manager Account

Date			Receipt
01/09/2023		Interest	296.73

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HINDLIP, MARTIN HUSSINGTREE & SALWARPE PARISH COUNCIL

As at 15/09/2023

BUDGET COMPARISON APRIL 23/24- £

	Actual YTD	Forecast	Total Forecast To 31 Mar 24	Budget 23/24	Variance	Notes - Negative variance shows over spend to budget
Clerk Salary & Expenses						
Salary (inc. extra hours worked)	3,245.00	4,543.00	7,788.00	8,400	612	
Home office allowance	132.00	180.00	312.00	312	0	
Mileage	44.10	61.74	105.84	300	194	
CALC Training / Clerk Gatherings	50.00	150.00	200.00	200	0	
Chairman / Councillor Expenses						
Chairmans allowance	250.00	400.00	650.00	650	0	
Councillors Mileage & expenses	-	200.00	200.00	200	0	
Councillors training	117.50	282.50	400.00	400	0	
Fees						
Insurances	540.94	-	540.94	1,000.00	459	
CALC Fees	981.75	-	981.75	1,200.00	218	
External Audit	-	300.00	300.00	300.00	0	
Internal Audit	-	300.00	300.00	300.00	0	
Subscriptions	40.00	740.00	780.00	780.00	0	
Misc Costs						
Meeting Room Hire	-	300.00	300.00	300.00	0	
PO Box Rental	-	400.00	400.00	400.00	0	
Office consumables	203.28	284.59	487.87	560.00	72	
Risk Assessment & Tree Survey	-	-	-	-	0	
Maintenance:						
Maintenance Green & pond	-	3,573.50	3,573.50	4,000.00	427	
Burial Grounds	-	-	-	1,200.00	1,200	Included in precept but will not be paid (CALC instruction)
General repairs - notice boards etc	2,540.00	1,460.00	4,000.00	4,000.00	0	
Misc Tree/litterbin maintenance inc top cut extra	-	1,000.00	1,000.00	1,000.00	0	
Section 137 / 139						
Wreaths	-	100.00	100.00	100.00	100	
War memorial maintenance	-	434.00	434.00	500	66	
Section 144/111						
Community event & Magazine	380.00	2,820.00	3,200.00	3,200	0	
Election Expenses (Reserves)	-	-	-	250	250	
New Development Costs	-	9,336.00	9,336.00	9,336	0	
Climate enhancement & NHB (Brownheath)	-	-	-	-	0	
Smart Wateretc	-	-	-	-	0	
Expenditure exc. L'sman & VAT recovery	8,524.57	26,865.33	35,389.90	38,888.00	3,598.10	
Election Recharge	1,308.94	-	1,308.94			From Reserves
Hindlip School	3,541.00	7,084.00	10,625.00			From Reserves
Coronation Grant	52.54	523.46	576.00			From Reserves/Grant
Lengthsman Scheme	-	-	-			
VAT paid	743.29	-	743.29			
Year to date gross expenditure	14,170.34	34,472.79	48,643.13			

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Allocated	WCC GRANT Church Lane Mowing	NHB	Election/Pol ling Station	CIL Middleton Cottages £7128 30/4/2019 + £1670.10 27/4/2021	Community Grant inc coronation grant	Legal fee contingency	Column AE Misc/Notice Boards	Column AE Replacement Posts Green Swan & War Memorial	Climate Enhancement/BioEnhancement tree works	2022/23 Grants (s.137) £9.93pere elector 1551 electorate Remaining £4775 not allocated	New Development street furniture	Litter Bins	General Reserve	Total	
Total R/f c/f at 31/03/2023	299	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60707.76	
Additional ringfence during 2022/23	-160	0	0	0	0	0	0	0	0	0	0				
Total 2022/23	139	32.15	2100	7502.92	3126	10000	4377.6	1931	1361.75	15400	14421	156.34	0	60547.76	
Coronation Grant					576										
Ringfenced 23/24	139	32.15	2100	7502.92	3702	10000	4377.6	1931	1361.75	10625	14421	156.34	0	56348.76	
Allocated Hindlip School £10625															
Election Expenses			-1308.94												-1308.94
Hindlip payment 1										-3541					-3541
Coronation bunting					-52.54										-52.54
															0
															0
															0
															0
															0
															0
Total Spent	0	0	-1308.94	0	-52.54	0	0	0	0	-3541	0	0	0		
Total Remaining	139	32.15	791.06	7502.92	3649.46	10000	4377.6	1931	1361.75	7084	14421	156.34	0	51446.28	

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Applications 12th July 2023 –6th September 2023

NEW APPLICATIONS				
No	Location	Proposal	Parish	
W/23/01307/HP	Lydds Green, Ladywood, Droitwich Spa, WR9 0AL	Demolition of conservatory and construction of a two-storey side extension and single-storey front infill extension	Salwarpe	Comment sent 7/08/2023 Approved 22/08/2023
W/23/01166/TPOA	Land Between Roman Way And, Copcut Lane, Salwarpe	Undertake tree works, as detailed on application form and in any accompanying information.	Salwarpe	Not Consulted Approved
W/23/00665/FUI	Land at (OS 8778 5991), Church Lane, Martin Hussingtree,	Erection of live/work unit.	Martin Hussingtree	Comment sent 11/08/2023
W/23/01379/RM	Hill Top Farm, Newland Lane, Newland,	Reserved matters application for the appearance; landscaping; layout and scale of Plot 4, following outline permission W/22/00143/OUT.	Salwarpe	Comment Sent 4/08/2023
23/01459/GPJ	David Lloyd Leisure, Warriors Way, Hindlip	Notification for prior approval for installation/alteration/replacement of Solar Equipment on non-domestic premises	Hindlip	Not Consulted. Prior approval not required
W/23/01555/PIP	White Lodge, High Park, Ombersley Road, WR9 0AG	Permission in Principle for 1 no. self-build dwelling	Salwarpe	Comment sent 21/08/2023 Refused 4/9/2023
W/23/01625/GPDQ	Brookhill Farm, Porters Mill Lane, Ladywood, Salwarpe, WR9 0AL	Notification for Prior Approval for the proposed change of use of an Agricultural Building to 1 Dwellinghouses (Class C3), and for building operations reasonably necessary for the conversion	Salwarpe	Permitted Development Not Consulted End 8/9/2023
23/000007/CM	Court Farm, Hindlip Lane, Hindlip, Worcestershire, WR3 8SS	Proposed anaerobic digestion facility for a biomethane gas to grid plant, creation of new access and haul road from Hindlip Lane and ancillary works	Hindlip	County Council end date 21/9/2023 comments by 15/9/2023
W/23/01184/OU	The Wain House, Copcut Lane, Salwarpe,	Outline application for ther erection of 1 dwelling	Salwarpe	Comment due 14/9/2023

NEW Applications in period – 9

AWAITING DECISIONS				
No	Location	Proposal	Parish	Decision
21/02562/FUL	Land Opposite, Yew Tree Farm, Newland Road	Demolition of Outbuildings and the Development of 52 Dwellings	Salwarpe	Committee 10/11/2022
W/22/00743/FUL	Land Between Roman Way And, Copcut Lane,	Development of 19 residential dwellings with associated landscaping and infrastructure	Salwarpe	Comments sent 18/05/2022
W/22/00868/RM	Land At (Os 8880 6158), Joynes Road, Copcut,	Reserved matters application for the amendments to footpaths	Salwarpe	Comment sent 24/05/02
21/02562/FUL	Land Opposite, Yew Tree Farm, Newland Road, Droitwich Spa	Demolition of Outbuildings and the Development of 56 Dwellings, Public Open Space and Associated Infrastructure	Salwarpe	Comment sent 26/11/2021 Amended Plans

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				comment sent 06/06/2022 Amendments received 20/10/2022
W/22/01756/OUT	Former Poultry Buildings, Drury Lane, Martin Hussingtree	Removal of existing derelict agricultural buildings and replacement with 10no New Residential Dwellings.	Martin Hussingtree	Comment sent 26/11/2022
W/22/00796/FUL	Land At (Os 8880 6158), Joynes Road, Copcut, Droitwich Spa	Full planning application for construction of a 418 sq.m Sainsburys food retail unit	Salwarpe	Amendment Comment sent 28/02/2023
W/23/00893/FUL	Land East side Droitwich Road Martin Hussingtree (OS 8864 6045)	Construction of a SOLAR PARK, Battery Store, Improved Access, associated infrastructure and landscaping	Martin Hussingtree	Comments sent by 16/2023
W/22/01558/FUL	Wescoe, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Residential development consisting of 26no. affordable 2dwellings and associated infrastructure on land north of Newland Lane, AMENDED Site Layout. Reduced scheme to 25 no. affordable dwellings.	Salwarpe	Comment sent 5/10/2022 Additional comments by 26/5/2023
W/23/00939/PIP	Hill Top Farm, Newland Lane, Newland, Droitwich Spa, WR9	Permission in Principle for the construction of 3 no. self-build dwellings	Salwarpe	Comment sent 2/06/2023 Approved 23/6/2023
W/23/00893/FUL	Land East side Droitwich Road Martin Hussingtree (OS 8864 6045)	Construction of a SOLAR PARK, Battery Store, Improved Access, associated infrastructure and landscaping	Martin Hussingtree	Comments Sent 16/6/2023
W/23/00958/HP	Newland Farm, Barn 3, Brown Heath Lane, Martin Hussingtree, Worcestershire, WR9 7JF	Erection of replacement gates and upgrading existing access (retrospective)	Salwarpe	Comment sent 19/06/2023
W/23/01046/RM	Land Opposite, Yew Tree Farm, Newland Road, Droitwich Spa	Reserved Matters application up to 7 self build dwellings following grant of planning permission 20/01641/OUT	Salwarpe	Comment sent 5/07/2023
W/23/01180/PIP	Land At (OS 8726 6088), Ladywood Road, Salwarpe	Permission in Principle for 2 detached bungalows	Martin Hussingtree	Comment sent 29/06/2023
W/23/01298/PIP	Wescoe, Newland Lane, Newland, Droitwich Spa, WR9 7JH	Permission in Principle for the construction of up to 4 no. dwellings	Salwarpe	Coment sent 19/07/2023
DECISIONS				
No	Location	Proposal	Parish	Decision
W/23/00678/HP	Middleton Grange, Ladywood Road, Salwarpe,	Erection of garden room/conservatory, installation of staircase and balcony	Salwarpe	Approved 23/07/2023

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W/23/01166/TPOA	Land Between Roman Way And, Copcut Lane, Salwarpe	Undertake tree works, as detailed on application form and in any accompanying information.	Salwarpe	Not Consulted Approved
W/23/00912/FUL	The Nurseries, Droitwich Road, Martin Hussingtree,	Demolition of glasshouses, fish ponds and bungalow and erection of building for private retail use (Sui Generis)	Martin Hussingtree	Withdrawn 26/07/2023
W/22/00796/FUL	Land At (Os 8880 6158), Joynes Road, Copcut, Droitwich Spa	Full planning application for construction of a 418 sq.m Sainsburys food retail unit	Salwarpe	Approved 20/07/2023
W/23/01307/HP	Lydds Green, Ladywood, Droitwich Spa, WR9 0AL	Demolition of conservatory and construction of a two-storey side extension and single-storey front infill extension	Salwarpe	Approved 22/08/2023
W/23/01555/PIP	White Lodge, High Park, Ombersley Road, WR9 0AG	Permission in Principle for 1 no. self-build dwelling	Salwarpe	Comment sent 21/08/2023 Refused 4/9/2023
23/01459/GPJ	David Lloyd Leisure, Warriors Way, Hindlip	Notification for prior approval for installation/alteration/replacement of Solar Equipment on non-domestic premises	Hindlip	Not Consulted. Prior approval not required
Decisions in Period - 7				

APPENDIX 3

ENFORCEMENTS				
Enforcement No.	Location	Description of alleged breach	Parish	Status
TBA	Verges on A449	Natural England Enforcement-Ragwort (Resident Complainant. Parish Council for information)	Hindlip	Cllr. Brodrick to monitor – Action by 30/4/2023
W/ENF/23/0105	Barn 3 Newland Farm	Potential unauthorised change of use	Salwarpe	Reported 9/03/2023
W/ENF/23/0186	Old Mill House	Unauthorised work to listed building	Salwarpe	Reported by Chairman 24/5/2023 Case officer Sam Mather
New Enforcements in period 0				

APPEALS

No.	Description	Parish	Decision
New appeals in period 0			

APPENDIX 4

TEMPORARY GRANTED PERMISSIONS			
No:	Location	Period	Expiry Date
20/000033/REG3 20/02041/CM.	Sixways Park & Ride variation of condition	4 years	See below 31/08/2025
19/01064/FUL	Hindlip Hall, The Drive, Hindlip, Installation of a temporary modular classroom adjacent to the Firearms School	2 years	Renewal Approved EXP 04/11/2024
20/02363/FUL	The Log Cabin, Upper Smite Farm, Smite Lane, Hindlip, Worcester, WR3 8SZ	3 years	Expire 30/10/2023
19/02329/ADV	Worcester Rugby Club, Westons Fields, Hindlip. Two Totem Pole signage,	5 Years	Expire 1/12/2024
P.C Contractual Agreement	Cherry Lane Advertising Hoarding	2 Years	Expire 31/05/2024
Appln.20/02041/CM (20/000033/REG)	Sixways Park & Ride variation of condition	4 Years	Expire 31/08/2025

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21/02173/FUL	Installation of a temporary modular classroom adjacent to the Firearms School (3-year Renewal of Planning Consent 21/02173FUL)	3 years	Expire 03/11/2024
W/22/01516/FUL	Worcester Warriors Sixways Stadium, Warriors Way, Hindlip, Continued use of the Marquee inside the ground as a bar area	3 Years	Expire 08/09/2025
New Temporary permissions in period 0			

**APPENDIX 5
NON-PLANNING ACTIVITY**

Defibrillator Temporarily Recalled 8/8/2022 Replaced 30/10/2022	(i) Battery replacement 1/11/2027 (ii) Pads expiry date July 2025 (iii) Warranty of AED expiry April 2023.
Memorial Land.	Possessory Title 2024 to be finalised with Land Registry.
Pensions Regulator.	Redeclaration due February 2026