

HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

Clerk to the Council Mrs E Gallagher, PO Box 6986, Kidderminster DY11 9FB,
Tel: 07846 125405 email hmhspsc@gmail.com
www.worcestershire.gov.uk/myparish

Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.35 pm on Monday 15th July 2019 at Committee Room Salwarpe Village Hall

PRESENT: Cllr. P. Oakley (Chairman), Cllr. A. Thawley, Cllr. C. Hughes, Cllr. J. Clarke, Cllr. J. Brodrick, Cllr. B. Meddings, Cllr. A. Phillips, Cllr. M. Armitage, Cllr. J. Hill, Cllr. D. Luscombe (7.05pm), Cllr. A. Thomas

IN ATTENDANCE E. Gallagher (Clerk)
Dist. Cllr T. Miller
Mark Fox, Construction Liaison Officer Interserve (7.00pm – 7.25pm)
1 Resident attendee (7.00pm – 7.35pm)

No	Minute	Action
1.	Apologies Dist. Cllr. Wright.	
2.	Declarations of Interest/Code of Conduct a) To declare any interest Cllr. D. Luscombe Item 6(d) (non-pecuniary) Cllr. C. Hughes Item 6(d) (non-pecuniary) b) To declare any Dispensations None declared. c) To note the Code of Conduct and requirements of the Transparency Regulations Noted. Also noted that the Parish was now operating in category with greater than £25,000 turnover. d) To note the Right to Record meetings: Refer to Notice displayed on meeting table. Noted. e) To confirm any necessary update to the Register of Interests No update. f) To note security and privacy of information under the General Data Protection regulations. Noted.	
3.	Standing Orders & Financial Regulations a) To note Standing Orders Noted – For Review. b) To note Financial Regulations Noted – For Review. c) To review any Freedom of Information requests The Clerk reported that there had been no requests for information over the preceding 12 months.	
4.	Minutes a) The Draft Minutes of the Annual Parish Council Meeting held on 20 th May 2019 were approved and signed by the Chairman as being a correct record.	

<p>5. Clerk - Progress Reports on actions from minutes of 20th May 2019</p> <p>a) Martin Hussingtree Junction/Pulley Lane Schemes</p> <p>i) The Martin Hussingtree Junction Scheme was discussed. The District Councillor explained that the deadline for removal of traffic lights at A38 Copcut (12th July 2019) had been breached and lane closures were still in place. There appeared to be little urgency on the part of the contractor to expedite the Scheme as the County Council did not have powers to intervene by issuing fines or other restrictive orders. New legislation which would enable intervention was currently in the process of being drafted. The Local Government Association was working with legislators in the drafting of this legislation and it was anticipated that this legislation, designed to put pressure on contractors/developers, would be effective from April 2021.</p> <p>ii) It was reported that there was now unrestricted highway access to the Copcut Elm public house.</p> <p>iii) Roadworks at Hurst Lane were discussed and it transpired that work at this location was subject to a time restriction and had already been subjected to a three-year delay.</p> <p>b) Dangerous Tree Trunk The dangerous tree trunk surrounded and hidden by tarmacadam on Pulley Lane had still not yet been removed. The County Councillor had received assurances that this would be removed during the road closure period. No information regarding the accuracy of the survey relating to the width requirements for the Lane, requested by the District Councillor, had been received.</p> <p>c) Sling Lane Discussions relating to Sling Lane improvements were progressing. Cllr. Brodrick agreed to provide historic byway evidence relating to Sling Lane, for consideration at a future meeting.</p> <p>d) Salt Storage/Spreading/Salt Bin It was agreed that the Finance Committee would discuss at its September 2019 meeting the provision of funding for a salt bin to be sited at Spellis Green.</p> <p>e) Planning Application 18/01097 It was expected that an outline planning application 18/01097 within the parish of Martin Hussingtree for development of up to 160 dwellings on land at Station Road would be considered by the LPA Planning Committee in due course. No further information had been received to date.</p> <p>f) Overgrown Hedge – The Hainings The Clerk had provided the District Councillor with recorded delivery correspondence sent to the occupant of The Hainings regarding a dangerously overgrown hedge which was causing visibility problems at this location. The District Councillor agreed to contact the resident to inform them that pruning on the grounds of highway safety would progress as this had not been actioned by the resident, and a recharge invoice would be presented. The District Councillor agreed to reimburse the Parish Council an amount of £100, in lieu of repayment, towards any payment made in the execution of these works. Cllr. Hill agreed to initiate the work.</p> <p>g) Raised Manhole Covers Ladywood Road The District Councillor had reported to British Telecom the dangers of two exposed steel ringed telecommunications manhole covers on verges along Ladywood Road. He informed the meeting that any compensatory claim would need to be directed to British Telecom and not County Council Highways.</p> <p>h) Increased Incidents of Theft in the Parishes. Councillor Brodrick had presented the Chairman with a draft letter relating to an increased level of theft to properties in the area. The Chairman agreed to address this issue with the Police & Crime Commissioner.</p> <p>i) Cherry Lane Nurseries The Chairman agreed to present a draft formal agreement to Cherry Lane Nurseries. The agreement would be ratified by both parties and contained clauses for agreement of a time-limited temporary consent (with conditions) to allow two advertising hoardings, for Cherry Lane Nurseries, to remain on Parish Council Land at Ash Lane Martin Hussingtree.</p>		<p>Ongoing</p> <p>County Councillor/ Ongoing</p> <p>Clerk/ Cllr. Brodrick</p> <p>Finance Committee</p> <p>Ongoing</p> <p>County Councillor/ Cllr. Hill</p> <p>Closed</p> <p>Chairman</p> <p>Chairman</p>
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<p>j)</p> <p>k)</p> <p>l)</p> <p>m)</p> <p>n)</p>	<p>Court Farm The District Councillor agreed to contact the Environment Agency to report incidences of tipping at Court Farm.</p> <p>SWDP - Call for Sites The South Worcs. Development Plans call for prospective development sites was currently under review. Several sites around the parishes had been submitted by varied landowners for consideration.</p> <p>Memorial Land: Possessory Title 2024 Possessory Title to be finalised with the Land Registry in 2024. Draft Standing Orders had been amended and the item would be carried forward in the Annual Meeting minutes until completion of the transfer of title.</p> <p>Pensions Regulator Completion of Auto Enrolment Compliance Re-declaration due March 2020.</p> <p>Defibrillator Renewal of battery November 2022 and warranty of AED expires April 2024</p>	<p>District Councillor</p> <p>Ongoing</p> <p>2024</p> <p>2020</p> <p>2022/2024</p>
<p>6.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p>	<p>County & District Councillors</p> <p>Compensation to Businesses due to Roadwork Disruption The District Councillor had been informed that Redrow/Persimmon had offered some businesses/events organisers financial compensation for loss of business due to disruptive roadworks relating to their developments. Councillor Hill agreed to inform the Village Hall Committee of this fact.</p> <p>County Council – Looked After Children The District Councillor informed the meeting that the County Council had set up a subsidiary company specifically dedicated to Children in Care. He advised that care for the elderly and children accounted for 75% of the Councils overall budgetary expenditure.</p> <p>Environmental Target. There was governmental pressure on all Council's to achieve a zero-carbon footprint by 2050. The County Council aimed to achieve this goal by 2035. Documentary evidence would be produced to support the progress towards this aim.</p> <p>Gloverspiece Mini Farm The District Councillor agreed to investigate public liability issues relating to factors noted in the planning enforcement decision regarding occupation and unfulfilled conditions.</p> <p>County/District Councillor Miller leaves the meeting 8.45pm</p>	
<p>7.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>Chairman's Report</p> <p>Parish Tree Warden Vacancy An application for the voluntary position of Tree Warden had been received from a local resident. After discussion the Chairman asked the meeting to vote on whether to approve this application. Councillor Phillips proposed acceptance, Councillor Thawley seconded the proposal and the motion was passed with 10 votes to approve and 1 abstention. The Clerk was asked to contact Wade Muggleton (Worcestershire County Council) to request training and induction</p> <p>Consultation Responses The Chairman was concerned over the lack of involvement by some councillors in relation to planning consultation notifications within their parishes. He reminded councillors of their duty to respond to these notifications and reiterated the fact that in large or complex applications there was an expectation that all councillors would consider and respond irrespective of whether the site was within or outside their own parish boundary. Councillor Armitage agreed to liaise with Councillor Brodrick on all Hindlip and large-scale applications.</p> <p>Copcut A38 Junction Works Update (covered at item 5(a))</p>	<p>Clerk</p> <p>All Councillors</p>

d)	<p>Consideration of s144 Grant Request – Salwarpe Village Fete A request had been made for a contribution from the s144 budget (Community Event) towards the Salwarpe Village Fete. This contribution would be allocated towards the hire of the Village Hall and toilets, the hire of a marquee, entertainment and external public seating. Droitwich Town Council were involved in the organisation of the event and a grant contribution was anticipated from them. Post event - the original level of contribution made would be allocated to respective contributor parishes/council with additional profits split on a 50/50 basis between Droitwich Town Council and Hindlip, Martin Hussingtree & Salwarpe parishes. Councillor Phillips proposed a contribution of £400, Councillor Meddings seconded the proposal and the motion was carried - 9 votes in favour with 2 abstentions (interest declared).</p>	
8.	<p>Deputy Chair Report</p> <p>a) Smart Water The Deputy Chair had investigated the viability, in conjunction with West Mercia Police, of introducing Smart Water to the parishes. Each parish would be considered a separate entity and to qualify for the scheme participation by a minimum 75% of home occupiers would be necessary. There would be no cost to the householder as the Parish Council would cover the cost. A proportion (25%) of this cost could then be reclaimed from West Mercia Police. The scheme would be operational until March 2020.</p> <p>It was anticipated that with an 80% take up Parish Council initial outlay would be as follows:</p> <p>Hindlip - £320 Martin Hussingtree £547 Salwarpe £1595</p> <p>It was agreed that Councillor Thawley would invite Sergeant Ram Aston (West Mercia Police) to the next Parish Council meeting for further discussion. It was also suggested that an initial trial involving one parish be undertaken. It was agreed that Hindlip, being the smaller parish be nominated for this trial. Councillor Meddings agreed to liaise with Councillor Thawley to draft an article for the October 2019 Community Magazine. It was also suggested that leaflets might be distributed at the forthcoming Village Fete. Councillor Thawley agreed to liaise with Councillor Luscombe who would discuss with the Fete Committee whose meeting was scheduled for 17 July 2019.</p> <p>Further details of the scheme were available on West Mercia Police website https://www.westmercia.police.uk/we-don't-buy-crime.</p> <p>b) Finance Committee Meeting The clerk was asked to arrange room hire in August/September on a Monday at 6.00pm for a meeting of the Finance Committee in order to undertake an initial review of control documentation.</p>	Cllr. Thawley
9.	<p>Councillors Reports</p> <p>a) Bus Shelters – Cllr Phillips Replacement Hedge at Bus Shelter Site A38 (Northbound) The clerk had drafted a letter to the resident whose hedge had been removed in error during bus shelter installation works. The terms of the letter included an offer of a replacement copper beech hedge to be planted in the autumn of 2019, Written acceptance of the terms of the letter would be required prior to commencement of works. The chairman to liaise with the clerk regarding despatch.</p> <p>b) Litter Bin -Bus Shelter Site A38 (Northbound) A quotation had been received from Wychavon District Council for both floor and post mounted litter bins. The clerk was asked to clarify some elements of this quotation but there was an agreement in principle for a post mounted litter bin to be installed at the northbound A38 bus shelter site.</p> <p>Natural Networks c) A meeting had been held between councillors and Mike Webb (ecologist SLR Consulting) to discuss the Natural Networks report and specification. After discussion it was agreed that some minor amendments should be made to the specification for works prior to distribution for quotations.</p> <p>It was agreed that four works contractors should be approached. Councillor Armitage and the clerk had approached tree and plant suppliers and would forward the quotations to Councillor Phillips</p>	Chairman Clerk Cllr Phillips/Cllr Armitage/

	<p>when available. A local resident had also agreed to assist in obtaining quotations for trees and plants. Councillor Brodrick offered to provide suggestions for local variety plants.</p> <p>Land Ownership Adjacent to Martin Hussingtree Boundary – Cllr Meddings Land had been purchased by North Claines Parish Council for community use at Martin Hussingtree boundary (A38 – Oak Tree – Hindlip Drive). Councillor Meddings would provide further details when available,</p>	<p>Clerk</p> <p>Cllr Meddings</p>
10.	<p>Village Hall Committee - Councillor Representative Councillor J.Hill</p> <p>a) Poor Highways Diversion Signage Councillor Hill reported concerns over poor highways diversion signage. This would be reported to County Council Highways. Councillor Meddings agreed to provide contact details.</p> <p>b) Overgrown Brambles/Clock Settings Councillor Hill was asked to report overgrown brambles on the Committee Room access path and incorrect time on the Village Hall Clock. Caretaker to rectify.</p> <p>c) Defibrillator All checks of the defibrillator must be formally documented. Councillor Luscombe confirmed that a process for this recording was now in place.</p>	<p>Cllr. Meddings</p> <p>Cllr. Hill</p>
11.	<p>Finance</p> <p>a) Review of payments made and received since the last meeting (see Appendix 1) Approved.</p> <p>b) Report on Year to date Expenditure Approved.</p> <p>c) Schedule Review of Control Documentation Meeting To be scheduled – August/September Monday 6.00pm.</p>	<p>Clerk</p>
12.	<p>Planning Consultations - Appendix 2-4</p> <p>a) Planning Applications All noted together with 10/01542/CPLU (Lawful Planning application) Sterling Business Centre, Drury Lane where written representations documenting concerns to be made.</p> <p>b) Enforcements and Appeals Noted.</p> <p>c) Temporary Granted Permissions Noted.</p>	
13.	<p>Correspondence Residents email regarding dangerous overgrowth Drury Lane.</p>	
14.	<p>Councillor Reports and Items for Future Agendas</p> <p>a) Potholes- Hindlip Cottages Cllr Brodrick to report.</p> <p>b) Strand Lane and Ladywood Railings Overgrowth Obstructing Visibility Overgrowth on railings Ladywood/Strand Lane causing highway visibility issues – Cllr Meddings to instruct the Lengthsman to cut-back.</p> <p>c) General Information – Oakeys Farm Sale instruction 9.85 acres (noted)</p>	<p>Cllr Meddings</p>
15.	<p>Date of Next Meeting The date of the next Meeting was approved as Monday 16th September 2019 at Salwarpe Village Hall to commence at 7.00pm.</p>	

There being no further business the Chairman closed the meeting at 9.45pm.

Signed..... Date 16th September 2019 Chairman

Police Incident Report

Councillors had been provided with a copy of an incident report prepared by PCSO Andrea Lesley dated 12th July 2019. No issues were raised.

M5 Junction 6 Roundabout Scheme - Mark Fox, Construction Liaison Officer Interserve - 7.00-7.25pm

Mark Fox addressed the meeting (prior to the commencement of the formal agenda).

Mark had been invited by the Parish Council to provide an update on progress of the M5 Junction 6 Scheme. The aim of the scheme was to speed up the commute through the junction by the provision of extra lanes and smart traffic light systems. The roundabout would be accessed via additional motorway lanes. An extra lane would be created at the A449 eastwards towards the roundabout. The roundabouts three lanes would be widened for better free flow of traffic. Parking on the bridge would be prohibited and there were no plans for pedestrians on the A4538 from Martin Hussingtree or access for a pedestrian crossing on the bridge. Councillors had expressed concern since inception of the plan regarding lack of pedestrian access. Concern was also expressed regarding the safety of cyclists especially in the event of a puncture. The District Councillor suggested the provision of reflectors at barriers to improve night and poor weather visibility. Mark Fox agreed to report these suggestions and concerns.

It was anticipated that completion of the scheme was on course for October/November 2019 (weather permitting). The anticipated final cost of the scheme would be between fifteen and sixteen million pounds. Regular bulletins issued to the Parish Council would provide further updates.

Public Question Time 7.25pm – 7.35pm

A resident had attended to express concerns over lack of compliance to directional signage by heavy goods vehicles traversing Drury Lane at Martin Hussingtree. A no right turn instruction was in place but was not being adhered to and concern was also expressed regarding the width of Drury Lane which was considered unsuitable for heavy good vehicles. The County Councillor agreed to speak with County Highways regarding this issue.