

# HINDLIP, MARTIN HUSSINGTREE AND SALWARPE PARISH COUNCIL

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## Meeting of Hindlip, Martin Hussingtree & Salwarpe Parish Council held at 7.15 pm on Monday 20<sup>th</sup> January 2020 at Committee Room Salwarpe Village Hall

**PRESENT:** Cllr. P. Oakley (Chairman), Cllr. A. Thawley, Cllr. C. Hughes, Cllr. J. Brodrick, Cllr. B. Meddings, Cllr. A. Phillips, Cllr. M. Armitage, Cllr. J. Hill (7.10pm), Cllr. D. Luscombe, Cllr.A Thomas

**IN ATTENDANCE** E. Gallagher (Clerk)  
Dist. Cllr T. Miller (7.10pm)  
Dist. Cllr. N. Wright (7.10pm)

1 Resident of the Parish

No	Minute	Action
1.	<b>Apologies</b> Cllr. J. Clarke	
2.	<b>Declarations of Interest/Code of Conduct</b>  a) <b>To declare any interest</b> Cllr. C. Hughes – Non-Pecuniary interest item 7 (c i Cllr. D. Luscombe- Non-Pecuniary Interest item 7 (c i & ii) Cllr. J. Hill - Non-Pecuniary Interest item 7 (c ii)  b) <b>To declare any Dispensations</b> None declared.  c) <b>To note the Code of Conduct and requirements of the Transparency Regulations</b> Noted: The Parish was now classified intermediate category with greater than £25,000 turnover.  d) <b>To note the Right to Record meetings: Refer to Notice displayed on meeting table.</b> Noted.  e) <b>To confirm any necessary update to the Register of Interests</b> No update.  f) <b>To note security and privacy of information under the General Data Protection regulations.</b> Noted.	
3.	<b>Standing Orders &amp; Financial Regulations</b>  a) <b>To note Standing Orders</b> Adopted 18 November 2019  b) <b>To note Financial Regulations</b> Adopted 18 November 2019  c) <b>To review any Freedom of Information requests</b> The Clerk reported that there had been no requests for information over the preceding 12 months.	

<p><b>4. Minutes</b></p> <p>a) The Draft Minutes of the Parish Council Meeting held on 18<sup>th</sup> November 2019 were approved and signed by the Chairman as being a correct record.</p> <p>b) The Draft Minutes of the Finance Committee dated 20<sup>th</sup> January 2020 were agreed as being a correct record by Finance Committee Members and signed by Cllr. Thawley (Chairman Finance Committee).</p>		
<p><b>5. Clerk - Progress Reports on actions from minutes of 18<sup>th</sup> November 2019</b></p> <p>a) <b>Highways</b></p> <p>i) <b>Copcut.</b> Two-lane operation would continue whenever possible. An anticipated completion date had been set for Easter 2020. A full inspection of the diversion route would be carried out upon completion.</p> <p>ii) <b>Station Road/Ladywood</b> No further update available</p> <p>iii) <b>Church Lane, Martin Hussingtree</b> Silt blocking drains had been reported to the Lengthsman. The County Councillor also agreed to speak with County Highways to organise the jetting of drains.</p> <p>iv) <b>Salwarpe Village</b> Continuous flooding due to blocked drains had been reported to the Lengthsman. It was felt that a potential blocked pipe might be the cause of the non- discharge into the canal and so the County Councillor agreed to speak with County Highways regarding jetting.</p> <p>v) <b>Pulley Lane</b> Subsidence of the verge located at the Redrow Junction had been reported. This location was now considered to be unsafe for road-users and pedestrians. Highways single lane road cone restrictions were continuously being moved by residents were causing further hazards. A large pothole located opposite Corner Mead/post box would be reported by the County Councillor.</p> <p>The County Councillor and the District Councillor agreed to arrange and accompany the Highways Engineer on an inspection visit of the entirety of the Pulley Lane site.</p> <p>vi) <b>Green Lane</b> Damaged carriageway had been reported.</p> <p>vii) <b>Newland Barns</b> Water draining from fields was causing damage at this area</p> <p>It was noted that the existing drainage was unable to cope with the volume of water extinguished from the highway and verges. Additional drainage was a suggested remedy. The County Councillor agreed to discuss with the Highways Drainage Engineer</p> <p>vii) <b>M5 Junction 6</b> Completion was anticipated in March 2020</p> <p>viii) <b>Strand Lane</b> Overgrowth had been cut-back and cleared, Cllr Meddings agreed to assess and confirm that the hedging had been cut back to base level.</p> <p>b) <b>Sling Lane Pathway</b> Work on Sling Lane pathway had been delayed due to inclement weather It was anticipated that work would re-commence in March 2020.</p> <p>c) <b>Salt Storage/Spreading/Salt Bin</b> Cllr. Armitage had spoken to local residents who had confirmed that they would prefer the County Council to take responsibility for the provision and maintenance of a salt/grit bin. The County Councillor agreed to speak with County Highways to establish whether a grit bin could be provided, He would also confirm whether or not resurfacing of the area had been scheduled.</p>	<p>County Councillor</p> <p>County Councillor/</p> <p>County Councillor</p> <p>District and County Councillors</p> <p>County Councillor</p> <p>Cllr. Meddings</p> <p>County Councillor</p>	

<p>d)</p> <p>e)</p> <p>f)</p> <p>g)</p> <p>h)</p> <p>i)</p> <p>j)</p> <p>k)</p> <p>l)</p>	<p><b>Overgrown Hedge – The Hainings</b> The District &amp; County Councillor had reported this issue to Worcester County Council Highways Department. It was expected that the resident would shortly receive a communication from the Highways Department.</p> <p><b>Raised Manhole Covers Ladywood Road</b> A partial repair had been affected however raised exposed steel ringed BT manhole covers on verges along Ladywood Road continued to-cause problems. The County Councillor agreed to speak with Barry Barnes, Worcestershire County Highways, to progress this issue.</p> <p><b>Court Farm</b> The District Councillor had contacted the Environment Agency to report incidences of tipping at Court Farm. He agreed to remain in contact with this Agency to ascertain progress.</p> <p><b>Cherry Lane Nurseries</b> The formal signed copy had now been forwarded to P. Lemmon, Cherry Lane Nurseries.</p> <p><b>Martin Hussingtree Bus Shelter Replacement Hedging</b> Copper beech hedging had now been ordered and arrangements would be made for its planting.</p> <p><b>Drury Lane</b> Some motorists were ignoring the no-right turn sign situated at the north exit of Drury Lane Back-up on-road painted instruction was discussed. It was agreed to revisit this issue at the completion of A38 Copcut Junction. roadworks. I</p> <p><b>Memorial Land: Possessory Title 2024</b> Possessory Title to be finalised with the Land Registry in 2024. The item to be carried forward in the minutes until completion of the transfer of title.</p> <p><b>Pensions Regulator</b> Completion of Auto Enrolment Compliance Re-declaration due March 2020.</p> <p><b>Defibrillator</b> Renewal of battery November 2022 and warranty of AED expires April 2024. New pads had been installed with an expiry date of June 2022. A monthly monitoring report was being produced by the Village Hall Committee and reported to the Parish Council. The District Councillor offered to investigate whether County Council funds could contribute to the cost of replacement batteries.</p>	<p>On-going County Councillor</p> <p>On-going County Councillor</p> <p>On-going County Councillor</p> <p>Closed</p> <p>Chairman</p> <p>On--going</p> <p>2024</p> <p>March 2020</p> <p>2022/2024</p>
<p>6.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p>	<p><b>County &amp; District Councillors</b></p> <p><b>Ward Boundaries</b> District Councillor Wright reported that a boundary review had not been carried out by Wychavon District Council since 2002. The Boundary Commission were now considering boundaries with a view to equalising the number of voters in each Ward within Wychavon District</p> <p><b>Grants</b> Grants were available for Community Events, Contact the District Councillor for further details.</p> <p><b>Flooded Properties – Wychavon,</b> Financial aid was available for reported Wychavon properties which had been affected by the floods, Amounts of £7,500 had been set aside for commercial properties and £5,500 for residential. A £500 grant was also available for clean-up. Time limitations applied.</p> <p><b>Planning -New Appointments</b> Concern was expressed that there had not been an official notice of the appointment of. Holly Jones as the new Head of Planning.</p> <p><b>Planning- Incorrectly Identified Locations</b> An Appeal lodged for Corner Mead, Newland Lane (19/01679) located within Salwarpe Parish had been incorrectly lodged and stated as Droitwich Town by Wychavon Planning Department Concern was expressed that such an error might impact at the Public Hearing on Wychavon's Statement of Case on the development of up to 9 dwellings involving a CIL levy.</p>	

	<p>A proposed development (18/01097) located within the parish of Martin Hussingtree had been erroneously allocated to the village of Fernhill Heath</p> <p>Concern was expressed over these incorrect identifications and The District Councillor would investigate with the LPA and report back to the Parish Council.</p> <p><b>f) Litter on Diversion Routes</b> The County Councillor was asked to ascertain whether litter collection teams would divert to rural routes (C Class Roads). There had been an increase in the amounts of litter as a direct result of diversions from major routes undergoing extensive roadworks. The County Councillor agreed to investigate</p> <p>County/District Councillor Miller and District Councillor Nicholls leave the meeting 8.05pm</p>	<p>District Councillor</p> <p>County Councillor</p>
<p><b>7.</b></p> <p><b>a)</b></p> <p><b>b)</b></p> <p><b>c)</b></p> <p><b>i)</b></p> <p><b>ii)</b></p> <p><b>d)</b></p> <p><b>e)</b></p>	<p><b>Chairman's Report</b></p> <p><b>Highways</b> Covered by previous agenda item.</p> <p><b>SWDP</b> A detailed submission had been made to the South Worcestershire Development Team in December 2019 in respect of 'Settlement &amp; Major Developed Sites in the Green Belt.' A copy of this submission is appended to the Minutes. The submission had been acknowledged by the Team on 16<sup>th</sup> January 2020</p> <p><b>SWDP – Mineral Extraction Call for Sites</b> The Chairman asked all Councillors to be mindful of this issue and requested that they consider potential sites within their Parishes and feedback any relevant considerations at future meetings.</p> <p><b>Application For Grants (s137/144)</b> An amount of £1080 had been requested from Hindlip with MartinHussingtree and Salwarpe Parochial Church Council towards the upkeep of the Parishes burial grounds, Cllr. Phillips proposed that this grant be made in full, this was seconded by Cllr. Armitage and carried unanimously. Councillors Hughes and Luscombe had declared a non- pecuniary interest and abstained from the vote).</p> <p><b>Village Hall Committee VE 75 Commemoration Event</b> The Village Hall Committee was proposing to hold an event commemorating VE 75 in May 2020 and had requested support in the form of a grant from the Parish Council. Cllr. Medings proposed a grant of £400 be made, this was seconded by Cllr Thomas and carried unanimously. Councillors Hill and Luscombe had declared a non- pecuniary interest and abstained from the vote).</p> <p><b>Annual Maintenance Contract</b> Councillors had been asked to consider the details of the Maintenance Contract rates submitted by Top Cut Limited for the 2020/21 Maintenance Contract. It was noted that the rates had not been increased from the 2019/20 submission. It was noted that all Councillors were satisfied with the quality of work during the year. Cllr. Thawley proposed acceptance of the 2020/21 rates, this was seconded by Cllr Brodrick and unanimously carried. The Clerk would inform the contractor.</p> <p><b>Broadband</b> A communication had been received regarding a voucher scheme to be used as a means to providing superfast broadband in the rural parishes. Eligibility criteria applied. Cllr. Phillips agrees to contact local businesses to determine interest in the scheme. All Councillors were asked to make enquiries with resident and businesses within their parishes</p>	<p>All Councillors</p> <p>Clerk</p> <p>Cllr. Phillips</p> <p>All Councillors</p>
<p><b>8.</b></p> <p><b>a)</b></p>	<p><b>Deputy Chair Report</b></p> <p><b>Smart Water</b> Smart Water kits had been ordered for trialling in Hindlip Parish. These kits had not yet been received, Cllr. Thawley had contacted Estelle Stoak, West Mercia Police, for additional information regarding the process of distribution to residents. It was agreed that residents should be informed of the initiative by leaflets produced by the Parish Council and distribution would be made in line</p>	

<p><b>b) Precept</b></p>	<p>with the stated guidelines. It was also agreed that the distribution should be a responsibility shared by all councillors. Cllr. Thawley asked for volunteers to contact him via email.</p> <p>The meeting was provided details emanating from the meeting of the Finance Committee held at 6.00pm on the 20<sup>th</sup> January 2020. The Committee had recommended an increase of 2% on the 2019/2020 precept band D rate. Discussion took place on how additional funds would be utilised. Cllr Armitage proposed acceptance of the Finance Committee recommendations, Cllr, Hill seconded the proposal and the motion was carried unanimously. The Clerk was asked to submit the finalised budget requirement to Wychavon District Council.</p> <p>Cllr. Thomas leaves the meeting 8.40pm</p>	<p>Clerk</p>
<p><b>9. Councillors Reports</b></p> <p><b>a) Planting Scheme– Cllr Phillips</b></p>	<p>A comprehensive report had been received from Natural Networks in 2018 and its recommendations had been shelved due to the decision by the New Homes Bonus Committee not to support the initiative. Cllr. Phillips proposed that the recommendations from this report be largely implemented using Parish Council funds. A grant of £1000 had been donated by the County Councillor for use in promoting bio-diversity in the parishes and it was suggested that a further matching £1000 be allocated for the provision of fruit trees/oak trees to be planted on the Village Green during the winter period of 2020.</p> <p>Cllr Brodrick proposed that the above suggestion be accepted Cllr Luscombe seconded the proposal and the motion was carried unanimously.</p> <p>Quotations had previously been received from suppliers as part of the Natural Networks proposal It was agreed that Cllr. Phillips lead the project and liaise with suppliers and contractors.</p>	<p>Cllr. Phillips</p>
<p><b>10. Village Hall Committee - Councillor Representative Councillor J.Hill</b></p> <p><b>a) Roadworks</b></p> <p><b>b) Burns Night Event</b></p> <p><b>c) Redecoration</b></p>	<p>Councillor Hill reported a 25% drop in revenue. This had been directly attributed to the on-going roadworks within the Parishes.</p> <p>A Burns Night Event would be held at the Village Hall on Saturday 25<sup>th</sup> January 2020. Ticket sales were doing well.</p> <p>The Village Hall had undergone a complete redecoration process.</p>	
<p><b>11. Finance</b></p> <p><b>a) Review of payments made and received since the last meeting (see Appendix 1)</b></p> <p><b>b) Report on Year to date Expenditure</b></p> <p><b>c) P.O Box Renewal</b></p> <p><b>d) Litter Bin Agreement</b></p> <p><b>e) Pension Redecoration March 2020</b></p>	<p>Approved.</p> <p>Approved.</p> <p>Noted</p> <p>Noted</p> <p>Noted. Clerk asked to proceed.</p>	

<p><b>12.</b></p> <p><b>a)</b></p> <p><b>b)</b></p> <p><b>c)</b></p>	<p><b>Planning Consultations - Appendix 2-4</b></p> <p><b>Planning Applications</b> Noted</p> <p><b>Enforcements and Appeals</b> Noted.</p> <p><b>Temporary Granted Permissions</b> Noted. Cllr. Phillips and Cllr. Hill leave the meeting 9.15pm</p>	
<p><b>13.</b></p>	<p><b>Correspondence</b> <b>Assistance with Student Dissertation</b> An email had been received from a student of Cardiff University requesting assistance in the form of an interview with a Hindlip Councillor, The dissertation related to historic and recent development proposals at the Worcester Rugby Club site. Cllr. Brodrick agreed to contact the student to discuss. He would be acting in a private capacity as it was agreed that it would be inappropriate to take part in the capacity of Parish Councillor.</p>	<p>Cllr Brodrick</p>
<p><b>14.</b></p>	<p><b>Councillor Reports and Items for Future Agendas</b> None noted</p>	
<p><b>15.</b></p>	<p><b>Date of Next Meeting</b> The date of the next Annual Parish Meeting followed by the regular Council Meeting was approved as Monday 16 March 2020 at Salwarpe Village Hall to commence at 7.00pm.</p>	

There being no further business the Chairman closed the meeting at 9.25pm.

Signed.....  
Date 16 March 2020 Chairman

**Police Incident Report**

The Police Incident Report had not been received in time for the meeting on the 20<sup>th</sup> January 2020. This was due to absences and leave within the relevant West Mercia Police team. Councillors however had been receiving regular Community Round-up incident bulletins throughout the period from 19 November 2019 to 20 January 2020.

**Public Question Time - 7.00pm -7.15pm - 1 Resident Present**

A resident raised concern on the poor workmanship by a County Highways contractor when repairing potholes at Drury Lane north exit. A request was made that the County Councillor bring this to the attention of the appropriate department to ensure the Contractor was instructed to return to complete the work to the required standard prior to any payment being made. Councillor Meddings agreed to take photographic evidence and liaise with the County Councillor to remedy this situation