

31<sup>st</sup> May 2016

**Hartlebury Parish Council Meeting to be held on Tuesday 7<sup>th</sup> June 2016 at 7.00 pm in the New Elizabethan School, Quarry Bank, Hartlebury.**

### AGENDA

Please note that this meeting may be recorded by members of the public.

**Prior to the commencement of the meeting proper, there will be a presentation by pupils of Hartlebury Primary School on their proposals for inclusion in the Hartlebury Parish Plan.**

1. **Apologies:** To receive apologies and to approve reasons for absence.
2. **Declarations of Interest:**
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests should there be any changes to be declared.
  - b) Register of Gifts & Hospitality: Councillors are reminded of the need to declare any gifts/hospitality received. (*Register and guidance already circulated to each councillor*)
  - c) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - d) To declare any Other Disclosable Interests in items on the agenda and their nature.Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items. *Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.*
3. **Decision.** To consider the filling of the casual vacancy on the Council.

#### Public Question Time:

##### **The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the Council/Chairman to a maximum of 30 minutes. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. **Members of the public may not take part in the Parish Council meeting. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoire.** A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

**The meeting will be reconvened to conduct the items of business listed below.**

4. **Dispensations: Decision.** To consider any requests to grant a dispensation for Agenda items.
5. **Minutes: Decision.** To approve the minutes of the PC Meeting held on 3rd May 2016.
6. **Planning Applications/Appeals received since last meeting for review: Decisions.**

W/16/01268/PP Wyndale, Old Worcester Road, Hartlebury DY11 7XS  
Proposed bay window to lounge.  
The Planning Sub-committee are not recommending objecting to this application.

W/16/01132/PP Waresley Bakery. Waresley Road, Hartlebury DY11 7XT.  
Re-locate driveway/parking area to Worcester Road, with reduced ground level; lower and partial

removal of existing brick wall and amendment to access with revised dropped kerb. Proposed conversion of existing driveway/parking area to Waresley Road to garden area with new boundary fence.

The Planning Sub-committee has not offered any recommendation relating to this application.

#### 7. Planning Applications/Appeals decided by Sub-committee since last meeting:

W/16/01111/PP Clare Dale, Waresley Road, Hartlebury DY11 7XT.

uPVC conservatory to the rear elevation.

No response was submitted.

W/16/01176/PN Hartlebury Service Station, Crown Lane, Hartlebury DY11 7XP.

The retention of an ATM installed in steel secure room and two anti ram raid bollards.

W/16/01177/AA Hartlebury Service Station, Crown Lane, Hartlebury DY11 7XP.

Illuminated ATM fascia and illuminated ATM surround. Retrospective.

The Planning Sub-committee proposed offering no objection to this application and the one above; WDC has been advised.

#### 8. Planning Applications/Appeals withdrawn: None.

#### 9. Planning Applications/Appeals Approved:

W/16/00554/PP Bramble Cottage, Norchard Lane, Crossway Green DY13 9SN.

Proposed single storey side extension.

W/16/00970/PP 10 Waresley Court Road, Hartlebury DY11 7TQ.

Single storey extension.

W/16/01111/PP Clare Dale, Waresley Road, Hartlebury DY11 7XT.

uPVC conservatory to the rear elevation.

#### 10. Planning Applications/Appeals Refused:

W/16/00392/PN Garage block off The Avenue, Waresley, Hartlebury.

Demolition of existing garage block and development of a single storey residential dwelling with parking provision.

#### 11. Enforcements & other: Review of the status of "The Talbot" development.

#### 12. Progress Reports: For information; items raised for decision will appear on the agenda of future meetings.

- a) Police Report.
- b) Clerk's Progress Report. (BG)
- c) District Councillor's Report. (NDo)
- d) County Councillor's Report. (MB)
- e) CLG Meeting Report 16<sup>th</sup> May. (ST)
- f) WDC Localism Panel Report (SmartWater) 16<sup>th</sup> May. (NDa)
- g) Allotment Committee Report 17<sup>th</sup> May. (ST)
- h) Playing Fields Committee Meeting 2<sup>nd</sup> June. (ST)
- i) Footpath Warden's exchange with HCT. (JD)

#### 13. Finance:

##### a) Bank Balances: To note bank balances at 31<sup>st</sup> May 2016.

HSBC Treasurer's Account	£23,705.97
HSBC Deposit Account	£6,355.13
Scottish Widows Account	£10,000.00
Hartlebury Lawn Tennis Club	£562.76

##### b) Payments this month: **Decision.** To consider and approve payments of cheques 101568 to 101571 and Clerk's salary by SO totalling £TBA.

Clerk's expenses	chq 101568	£58.12 (Salary £520.13 by SO)
BGS, lengthsman	chq 101569	£241.00
Top Cut (Grounds maintenance)	chq 101570	£TBA.00
HPHMC (Room Hire)	chq 101571	£90.00

##### c) Gardening Club: **Decision.** To consider making a grant to and requesting a report from Hartlebury Gardening Club.

d) **HLTC Electricity Supply: Decision.** To endorse the decision of the Playing Fields Committee concerning the suspension of the power supply.

14. **Code of Conduct: Decision.** To review and adopt an up-dated Code of Conduct. (BG)

15. **Publication Scheme: Decision.** To review and adopt a Publication Scheme. (BG)

16. **Incinerator:** To review the recent response from WDC concerning AQM and receive any further updates.

17. **Old Worcester Road Development:** To receive any further updates.

18. **Traffic Issues/Speeding:** To receive any further updates. (AM)

19. **SmartWater:** To review the situation and decide on future actions. (AM)

20. **Correspondence:** For Information to note correspondence as circulated. Full details are available from the clerk.

21. **Action Summary:** To review actions from previous meetings.

22. **Councillors' Reports and Items for Future Agendas:** Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas.

23. **CONFIDENTIAL ITEM - Confidential Minutes: Decision.** To approve the minutes of the Confidential item of the PC Meeting held on 3rd May 2016.

**Dates for your Diary:**

Thursday 16<sup>th</sup> June 2016 - 7.00pm – Finance Committee Meeting – Parish Hall.

Tuesday 5<sup>th</sup> July 2016 - 7.00pm – PC & Planning Meeting - New Elizabethan School.

Tuesday 2<sup>nd</sup> August 2016 - 7.00pm – PC & Planning Meeting - New Elizabethan School.