

HARTLEBURY PARISH COUNCIL

Clerk to the Council - Neil Gulliver
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You are hereby summoned to attend the next meeting of **Hartlebury Parish Council** to be held on **Tuesday 5th December 2017 commencing at 7.00pm at the Parish Hall, Waresley Court Road, Hartlebury.**

AGENDA

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

1. Apologies

To receive apologies and to approve reasons for absence.

2. Declarations of Interest

Councillors are reminded:-

- a) of the need to update their Register of Interests form.
- b) to declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
- c) to declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.

Councillors who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the room for the relevant items unless granted a dispensation.

3. Dispensations

To consider any written requests from Parish Councillors.

Written requests for the Council to grant a dispensation (as required via Localism Act 2011, s33) are to be handed to the Clerk in advance of the start of the meeting.

4. Adjournment of Meeting to hear from:

- a) **Members of the Public** - a maximum of 15 minutes in accordance with the Parish Council's Standing Orders to be allowed for members of the public to submit comments or raise questions regarding matters on this agenda or for future consideration.
- b) **County Councillor Peter Tomlinson**
- c) **District Councillor Nigel Dowty**

5. Minutes of the Meetings held on the 3rd October and the 7th November 2017

6. Co-Option of a Parish Councillor

7. CLG Feedback

8. Planning Issues

1) New Applications for Comment

- i) 17/02058/HP – Woodbine Cottage, Field Lane, Crossway Green – Proposed two storey rear extension & repositioning of driveway.
- ii) 17/02193/HP – Martineaves, Summerway Lane, Torton, Hartlebury – Rear & side extensions, front porch extension & alterations to fenestration.

- iii) 17/02308/FUL – Countryside Nursery, Stourport Road, Crossway Green – Proposed farm diversification to develop an adventure track for eco friendly electric vehicles with ancillary parking & to site a portable toilet block
- iv) 17/02025/HP – Woodside, Church Lane, Crossway Green – Proposed conversion of existing cart shed, conservatory link & first floor extension together with refurbishment. New garage & relocated greenhouse.
- v) 17/02376/AGR – Millridge Farm, Parsons Lane, Hartlebury – Prior notification for the erection of steel structure/frame to provide temporary cover for cherry trees.

2) New Applications Already Commented On Due to Planning Deadlines

- i) 17/02200/HP – 40 Summerfield Lane, Summerfield, Hartlebury – Proposed single storey rear extension. **The Parish Council raised no objections to this application.**
- ii) 17/02055/FUL – De Beers Garden Centre, Worcester Road, Torton – Conversion of existing house to staff dwelling, office and rest room; building new dwelling for owners with removal of existing polytunnels, improvement to existing vehicular access, and improved boundary landscaping; rainwater management systems and energy efficiency improvement; replacement agricultural building. **The Parish Council raised no objections or comment on this application.**
- iii) 17/02205/FUL – Hartlebury Parish Hall, Waresley Court Road, Hartlebury – Refurbishment of parish hall grounds and upgrading facilities within public open space to include demolition of pavilion, provision of MUGA, new play equipment, remove old dilapidated apparatus and improvement to vehicular circulation with landscaping. **The Parish Council made no comment on this application.**

3) Update on Previous Planning Applications

- i) 17/01774/HP – The Barn House, Lincomb Lane, Lincomb, Hartlebury – Proposed two storey side extension to existing dwelling along with minor internal and external alterations also two storey side extension to existing garage with first floor ancillary accommodation with a single storey garden store to the rear. **Approved by WDC.**
- ii) 17/02057/HP – Martineaves, Summerway Lane, Torton, Hartlebury – Proposed glazed front entrance & alterations to fenestration. **Approved by WDC.**

9. Police Report

10. Hartlebury Community Project Report (SH)

11. Finance

- 1) To note the current financial position
- 2) To approve the payments for October & November 2017
(Clerk to circulate details at the meeting)

12. Review of Consultation Meeting on Parking Issues (SH)

13. Review of Parish Improvement Plan – October 2016 – October 2017 (SH)

14. Change of Date for January 2018 Parish Council Meeting

15. Correspondence

16. Action Summary

17. Councillors' Reports and Items for Future Agendas

18. Exclusion of the Press and Public

The Parish Council is asked to move a motion excluding members of the press and public from the meeting to allow Councillors to discuss the following item in closed session.

19. Report of the Staffing Committee held on the 10th October 2017

20. Legal Issues

Neil Gulliver
Clerk to Hartlebury Parish Council

Parish Council Membership

Councillors Sandra Hickman (Chair), David Simons (Vice Chair), Caroline Boughton-Thomas, Tim Cupper, Jan Hipkins, Cath Holden, Ian Hutchinson, Ray Kirby and Tanya Kirk + 4 vacancies.

**FOR ANY ENQUIRIES REGARDING THIS MEETING PLEASE CONTACT NEIL GULLIVER,
PARISH CLERK ON 07927 311041.**

Dates for your Diary

Tuesday 2nd or 9th January 2018 – 7.00pm – Parish Council – Parish Hall