

# **HARTLEBURY PARISH COUNCIL**

**A meeting of Hartlebury Parish Council was held at the New Elizabethan School, Quarry Bank, Hartlebury on the 3<sup>rd</sup> January 2017**

**Present:** Councillors Sheridan Tranter (Chair), Sandra Hickman (Vice-chair), Caroline Boughton-Thomas, Lesley Cleaver, Neil. Davis, Doug Ingram, Jan Hipkins, Eve Jones, Laura Meredith and David Simons.

**In Attendance:** Cty/Councillor Peter Tomlinson, D/Councillor Nigel Dowty, Neil Gulliver (Parish Clerk) and 3 members of the public.

## **1. Apologies**

Apologies were received and accepted from Cllrs Steve Brown (work), Wendy Abercrombie and Tanya Kirk (ill).

## **2. Declarations of Interest**

The Chairman declared an interest in Agenda item 15 as a local resident.

**[The meeting was adjourned for Public Question Time– see notes appended.]**

The meeting was then reconvened.

## **3. Dispensations**

None.

## **4. Minutes of the Meeting held on the 6<sup>th</sup> December 2016**

Under Minute 2, Lesley Cleaver pointed out that she had only declared an interest in Agenda item 8 and not 8 & 9 as stated. The minutes were duly amended.

The minutes of the meeting held on the 6<sup>th</sup> December 2016 as amended were approved unanimously and signed by the Chairman.

## **5. Planning Applications/Appeals received since last meeting for review:**

**W/16/02784/PN Hartlebury Garage, Old Worcester Road, Hartlebury – Demolition of existing garage and bungalow and erection of 1 detached house and 2 pairs of semi-detached houses with associated access and parking**

The Council were concerned about the potential loss of the garage which had been acknowledged in the Parish Plan as a valued building in the community. They were very keen that the garage should be retained.

The garage had historic links with the Morgan Car Company and it was agreed that the Clerk should write to the Chief Executive of that company to see whether he might be interested in either buying the garage or providing some financial support so that the building could be maintained for the future. It was also agreed that the District Council's Heritage Officer should be made aware of the need to retain this building and Nigel Dowty added that he would speak to the Officer concerned.

**W/16/02947/PP Willow Cottage, Stanklyn Lane, Summerfield, Kidderminster – Proposed single storey extensions to front and rear**

**W/16/02895/PN Hartlebury Castle, Stourport Road, Hartlebury – Installation of bat loft adjacent to the castle**

The Council had no objections to these applications.

**W/16/01832/PN Hartlebury Service Station, Crown Lane, Waresley, Hartlebury – Proposed drive-thru Starbucks (A3) and relocation of HGV pumps with associated internal access road**

Whilst the Council had no serious objection to this application they were however very concerned about the impact on the local environment particularly with regard to litter. They agreed that the District Council should be asked, if they were minded to approve the application, to include a condition whereby Starbucks be required to ensure that all litter in the area should be cleared on a regular basis.

The Clerk was asked to advise the District Council on the above applications accordingly.

#### **6. Planning Applications/Appeals decided by the Planning Committee since last meeting:**

None.

#### **7. Planning Applications/Appeals withdrawn**

It was noted that the application for a street trading licence in respect of a mobile snack bar at Torton Farm.

#### **8. Planning Applications/Appeals Approved:**

It was noted that the application in respect of a single storey rear extension at Ruskin House, Stourport Road, Chadwick Bank, Stourport-on-Severn had been approved (W/16/02572/PP).

#### **9. Planning Applications/Appeals Refused:**

It was noted that the application in respect of the part conversion of an existing agricultural unit to form manager's quarters at land off Worcester Road, Torton had been refused.

Laura Meredith then expressed her concerns regarding the reasons for the Planning Inspector upholding the appeal in respect of the application relating to the garage block off The Avenue, Waresley, Hartlebury. It was agreed that the Council should try to ensure that any proposed Section 106 contributions be used for the benefit of the parish.

#### **10. Enforcements/Other**

None.

#### **11. Progress Reports:**

- 1) Police Report**
- 2) Clerk's Report**

These reports were noted.

#### **3) District Councillor's Report**

Nigel Dowty made the following comments:-

- Wychavon had been recognised as the third best place to live in Britain.

- Lighting at Forest Fencing – He was continuing to liaise with the District Council’s officers regarding the lighting issues on this site. He was aware that the current lighting was impacting on local residents and he urged them to continue to raise complaints with the District Council.
- Wychavon’s The ‘My Local Area’ webpage had been transformed. It was now clearer and easier to use and users could find a wealth of information about a property or area.
- Dog Bins – He had spoken to the District Council who had told him that there had been no issues with other Parish Councils regarding the cost of the bins. He added that the District Council did not permit parishes to buy their own dog bins.

**4) County Councillor’s Report**

Peter Tomlinson briefly commented on his report which had been circulated prior to the meeting.

**5) PHESG – 8<sup>th</sup> December 2016**

The minutes of the above meeting were noted.

Sandra Hickman then confirmed that the next meeting of PHESG on the 19<sup>th</sup> January would start at 6.30pm.

**12. Finance**

**1) Bank Balances**

The Council noted the bank balances as at the 31<sup>st</sup> December 2016 as follows:-

HSBC Treasurer’s Account	£24,516.27
HSBC Deposit Account	£6,358.13
Scottish Widows Account	£10,000.00
Hartlebury Lawn Tennis Club	£680.72

**2) Payments**

The following payments totalling £1,215.15 were proposed by David Simons, seconded by Laura Meredith and agreed unanimously:-

Clerk’s expenses	chq 101616	£103.01 (Salary £520.13 by SO)
BGS (Lengthsman)	chq 101608	£179.00
HMRC (Tax & NI)	chq 101609	£406.28
Cllr Jan Hipkins	chq 101610	£6.73

**3) Financial Performance**

Lesley Cleaver gave a brief update on the Council’s financial performance. She then added that the Finance Committee had agreed to meet every month prior to the Council’s meeting rather than on the current quarterly basis.

**4) Budget & Precept 2017-18**

After Lesley Cleaver had presented the budget to the Council, Doug Ingram, seconded by Jan Hipkins, moved and it was unanimously agreed to give approval to the Council’s budget for 2017/18 and to the proposed 2% increase in the precept for 2017/18.

**5) Community Cafe**

After discussion, it was agreed that Jan Hipkins should report back to the Parish Hall Management Committee with a request to provide further information particularly in relation to what the requested grant would be used for.

- 6) Tree Felling**
- 7) Parish Hall Works: Trees**

It was agreed to defer these items to the Council's next meeting.

### **13. External Funding**

After Sandra Hickman had introduced the report and commented on the key points, Neil Davis, seconded by Eve Jones, moved and it was unanimously agreed:-

- 1) That a dual application for both the current available money and the potential money from the Section 106 and New Homes Bonus Scheme to support the multi component project to develop the Parish Hall and surrounds be approve.
- 2) That a proposal to progress the Smartwater project via an application to the County Councillor's discretionary fund be approved.
- 3) That new signage and access to walk be progressed through County Highways if appropriate.
- 4) That the new Business Liaison Group to access funding to support other projects.

### **14. Incinerator**

After Eve Jones had introduced the report, a general discussion ensued on the need for the Council and the community to be properly represented on the Community Liaison Group and how those representatives should be chosen. It was suggested that two well informed, knowledgeable local residents should be allowed to attend the meetings in addition to the Parish Council's representatives. Volunteers with these skills would be delegated by the Parish Council.

It was also suggested that this would be included in the next edition of the Parish Magazine whereby applications from prospective representatives would then be considered by the Council.

Eve Jones, seconded by Laura Meredith, moved and it was agreed to accept the proposals referred to above with one abstention.

### **15. Old Worcester Road Development**

The Chairman stated that he had little to add on this matter particularly given that Taylor Wimpey had not been on site over the Christmas/New Year period.

### **16. Traffic Issues/Speeding**

Lesley Cleaver reminded the Council that they had been promised the use of speed guns by West Mercia Police but nothing further had happened. The Clerk was asked to follow this up.

### **17. Smartwater**

After opening comments by the Chairman, Peter Tomlinson confirmed that he would be able to provide £2,500 from his Divisional Fund to support the project. Lesley Cleaver added that the Parish Council could fund the remaining balance required from its deposit account.

Sandra Hickman, seconded by Jan Hipkins, moved and it was unanimously agreed that County Councillor Peter Tomlinson be asked to provide funds from his Divisional Fund to help towards the cost of the Smartwater project and that the Parish Council look to fund the balance from its own funds.

### **18. Correspondence**

The correspondence list was noted.

**19. Action Summary**

The Action Summary was reviewed and amended accordingly.

**20. Councillors’ Reports and Items for Future Agendas**

- Sandra Hickman suggested that a small working group should be set up to look at all the highway issues affecting the parish and then to do a walkabout with the Highways Officers.
- Lesley Cleaver suggested that the Council should consider using tree contractors who advertise in the Parish Magazine.
- Sandra Hickman expressed her concerns about the lack of attendance of 2 Councillors at meetings of the Parish Hall Environs Steering Group and stated that she proposed to write to them to see if it was their intention to attend future meetings or relinquish their position.
- David Simons commented that he and others had surveyed St Mary’s lychgate and prepared a schedule of repairs for contractors to quote against. However nothing further had been heard from the PCC.
- David Simons stated that there was a lot of local concern about the condition of the former Talbot Public House building. It was suggested that these concerns should be drawn to the attention of the Conservation Officer.
- Laura Meredith questioned the need for the Manning Charity to be managed by the Clerk. It was agreed that the Clerk would look at what was required and whether he needed to be involved.

**DATE OF NEXT PC MEETING:**

**Tuesday 3rd January 2017 - 7.00 pm at the NEW ELIZABETHAN SCHOOL**

The meeting closed at 9.20pm.

Signed .....(Chairman)      Dated .....

**NOTES FROM PUBLIC QUESTION TIME**

Three members of the public attended; the following issue was raised:-

- Continued concerns about TW appearing to extend the garden of plot 92 onto highways land. A Fol request had been submitted to the County Council some time ago but no response had been received. Peter Tomlinson agreed to follow the matter up with the officers concerned.