

HARTLEBURY PARISH COUNCIL

A meeting of Hartlebury Parish Council was held at the New Elizabethan School, Quarry Bank, Hartlebury on the 7th February 2017

Present: Councillors Sheridan Tranter (Chair), Wendy Abercrombie, Caroline Boughton-Thomas, Lesley Cleaver, Neil Davis, Jan Hipkins, Doug Ingram, Eve Jones, Tanya Kirk, Laura Meredith and David Simons.

In Attendance: D/Councillor Nigel Dowty, Neil Gulliver (Parish Clerk) and 6 members of the public.

1. Apologies

Apologies were received and accepted from Cllr Sandra Hickman (holiday) and C/Cllr Peter Tomlinson.

2. Declarations of Interest

The Chairman and Jan Hipkins declared an interest in Agenda items 14 and 13 respectively while David Simons declared a general personal interest as he was working for Worcestershire County Council.

3. Dispensations

None.

[It was then agreed to deal with Agenda item 13]

13. Incinerator

The Chairman introduced Peter Townley and Graham Hipkins who, it was proposed, would be acting at the Parish Council's representatives at the next CLG meeting on the 20 February. He added that the Parish Council would still advertise the position of the Parish Council's representatives in the Parish Magazine to see if anyone else came forward but at least there would be some expert representation at the forthcoming meeting.

Doug Ingram, seconded by Laura Meredith, moved and it was agreed that Peter Townley and Graham Hipkins act as the Parish Council's representatives at the CLG meeting on the 20 February. There was one abstention.

[At this juncture, Doug Ingram left the meeting]

A discussion then ensued on how the Incinerator should be described on the Parish Council's agenda. It was agreed that this should be discussed further at the Parish Council's next meeting.

Nigel Dowty added that a tour of the site was being planned for April with the official opening in June or July.

[The printed agenda sequence was then resumed]

4. Public Question Time

There were no specific issues raised which were not addressed elsewhere in the minutes.

5. Minutes of the Meeting held on the 3rd January 2017

The minutes of the meeting held on the 3rd January 2017 were approved unanimously and signed by the Chairman.

6. Planning Issues

(1) New Applications for Comment

W/16/02999/PN Plantation House, Worcester Road, Shenstone DY10 4EP – Construction of vehicle storage building to serve live work accommodation approved by 16/00367/CU (Conversion of existing water tank)

W/16/03022/PN Ridglands, Low Hill, Hartlebury DY10 4HT – Proposed stable block

The Council had no objections to these applications.

(2) Update on Previous Planning Applications

The updates were noted.

7. Progress Reports

(1) Police Report

This report was noted.

(2) District Councillor's Report

Nigel Dowty made the following comments:-

- Hartlebury Garage – The Parish Council could put a case to Historic England to retain the site but it would be a costly and slow process.
- The Former Talbot Public House – The District Council's Conservation Officer and Case Officer had made the developer aware of the neglected state of the building and he understood that some work had now started to improve the site.

(3) County Councillor's Report

The Chairman reported that Peter Tomlinson had approved the grant of £2500 towards the Smartwater project. He added that Peter Tomlinson had asked that the Parish Council be made aware that Ofsted had reported that the County Council's Children's Social Services and Healthcare Directorate was deemed to be inadequate.

(4) Finance Committee 3rd January 2017

The minutes of the above meeting were noted.

(5) Playing Fields Committee 19th January 2017

The minutes of the above meeting were noted.

Jan Hipkins confirmed that she had arranged for a prospective contractor to quote for the felling of the trees on the playing fields.

With regard to the steps at the Parish Hall, it was agreed that 3 quotes should be sought for the necessary repair work which was needed on health and safety grounds.

(6) Allotments Committee 10th January 2017

The minutes of the above meeting were noted.

Tanya Kirk suggested that the size of the site should be re-calculated and then have a discussion with the Land Agent as to whether the Parish Council was paying the correct amount of rent.

The Chairman asked the Clerk to check who had cut the grass at the site last year and whether they had paid the Parish Council for the hay removed from the site. It was hoped that the same person would carry out this work again this year.

The Chairman also agreed for the Clerk to ask Lovells again to tarmac the access track as they had originally promised.

8. Finance

(1) Current Financial Position

The Council noted the bank balances as at the 31st January 2017 as follows:-

HSBC Treasurer's Account	£23,607.98
HSBC Deposit Account	£6,358.13
Scottish Widows Account	£10,000.00
Hartlebury Lawn Tennis Club	£680.72

(2) Payments for January 2017

The following payments totalling £1,077.25 were proposed by Eve Jones, seconded by Caroline Boughton-Thomas and agreed unanimously:-

Clerk's salary	chq 101620	£525.44
HMRC	chq 101621	£131.20
Clerk's expenses	chq 101622	£53.11
Worcestershire CALC	chq 101623	£30.00
Hartlebury Parish Hall	chq 101624	£120.00
BGS (Lengthsman)	chq 101625	£217.50

9. Hartlebury Community Project Steering Group

(1) Minutes of the Hartlebury Community Project Steering Group's Meeting held on the 19th January 2017

The minutes of the above meeting were noted.

(2) Consultant Appointment for the Parish Hall Grounds & Playing Fields Project

David Simons presented the report and explained how the project would develop and the reasons for engaging an independent Landscape/Project Design Consultant. It was proposed

to try to appoint a local company for this work but it would be necessary to go out to tender. Wendy Abercrombie stated that she would be able to help provide a list of potential companies who could be invited to tender.

After further discussion, Jan Hipkins, seconded by Lesley Cleaver, moved and it was unanimously agreed to approve in principle the obtaining of tenders from at least three independent Landscape/Project Design consultants.

(3) Possible Funding from Sporting England

After opening comments by the Chairman, Neil Davis, seconded by Eve Jones, moved and it was unanimously agreed that the Parish Council should submit an initial expression of interest for funding from Sporting England for tackling inactivity.

10. Condition Survey of Talbot Public House (Grade II Listed)

After comments by David Simons and the earlier comments by Nigel Dowty, it was agreed, in the light of local interest, to monitor the development of the site and to bring the item back to the Parish Council in three months time.

Neil Davis commented that the developer had placed notices on vehicles parked in the adjacent lay-by stating that they were not allowed to do so. It was pointed out that the lay-by was open to the public and that the developer should be made aware of this.

11. Grant Request for Community Cafe

After Jan Hipkins had presented the report and explained the views expressed by the Parish Hall Management Committee, a lengthy discussion ensued regarding the merits of the Parish Council supporting what appeared to be a commercial enterprise albeit one which had been well received by local villagers. There was particular concern among some of the Councillors regarding the use of the Council's financial regulations to insist on 3 quotes being obtained for all the items that had been identified as needed by the Management Committee rather than just agreeing or otherwise to give them a grant of £250 as requested.

After further discussion, Jan Hipkins, seconded by Neil Davis, moved and it was unanimously agreed that the Parish Council should in principle agree to a grant of £250 to the Parish Hall Management Committee.

A further vote was then taken on whether the Management Committee should receive a cheque for £250 or provide quotes for the items they required which the Parish Council would purchase on their behalf. Four Councillors voted in favour of the first option and six in favour of the second option.

12. Manning Charity

After Laura Meredith had introduced the report and explained the reasoning behind the proposals, Lesley Cleaver, seconded by Caroline Boughton-Thomas, moved and it was unanimously agreed:-

- 1) That one of the Parish Council representatives on the Charity should act as Chairman.
- 2) The cheque book and all papers relating to the Charity should be held by the Parish Clerk.
- 3) That the Parish Clerk's involvement in the running of the Charity should be kept to a minimum.

13. Incinerator

This item had been dealt with earlier.

14. Old Worcester Road Development

It was noted that the lights at the showhome and other unoccupied houses were being left on overnight by Taylor Wimpey. It was agreed that the Clerk should raise this with the Site Manager.

Neil Davis stated that he had met with the Site Manager regarding the repairs to the flower box which should have been completed by the end of January 2017. He added that he would approach the Site Manager to see whether they might be able to assist with the repairs to the steps at the Parish Hall.

15. Traffic Issues/Speeding

The Chairman reported that the school were looking for assistance to improve the parking facilities on site and he would raise this matter with the local County Councillor.

16. Correspondence

The Clerk reported that he had not received any correspondence.

17. Action Summary

The Action Summary was reviewed and amended accordingly. It was agreed that the Clerk would circulate a revised copy of the summary to all councillors.

18. Councillors' Reports and Items for Future Agendas

- Caroline Boughton-Thomas asked whether the Parish Council were aware of the public notice which had appeared in the Kidderminster Shuttle relating to the proposed development of land off Inn Lane, Hartlebury. Nigel Dowty agreed to check with the District Council for more details.
- Eve Jones asked whether the Parish Council had considered acquiring a defibrillator. The Clerk commented that he was already looking into the provision of such equipment and would bring some details to a future meeting of the Parish Council.
- David Simons gave an update on the situation relating to St Mary's Lychgate and confirmed that the specification had been made available to the PCC and they were now in a position to seek the required tenders for the work.
- Tanya Kirk referred to the signs for Weightwatchers that had appeared along the A449. She was advised that this was a matter for the highways authority.
- Lesley Cleaver commented on the increasing number of caravans appearing on land near Black Bridge in Torton. Nigel Dowty stated that he had raised this problem with the planning officers but he would follow it up.
- Neil Davis informed the Parish Council that he had met officers from the highways authority to discuss various issues within the parish including the drainage problems in Inn Lane, Quarry Bank. It was proposed that they would look at the drainage issues along with the Parish Lengthsman to try and resolve the problems.
- The Chairman stated that there would be a public meeting this coming Sunday at the Mare and Colt regarding the proposed new housing development in Summerfield.

DATE OF NEXT PC MEETING:

Tuesday 7th March 2017 - 7.00 pm at the NEW ELIZABETHAN SCHOOL

The meeting closed at 9.35pm.

Signed(Chairman) Dated

—