

DRAFT
HARTLEBURY PARISH COUNCIL

**A meeting of Hartlebury Parish Council was held at the Parish Hall, Hartlebury on the 7th
August 2018**

Present: Councillors Sandra Hickman (Chair), Caroline Boughton-Thomas, Tim Cupper, Elizabeth Davies, Shelagh Fisher, Simon Fletcher, Jan Hipkins, Cath Holden, Ian Hutchinson, Ray Kirby, Tanya Kirk and Mike Tooley.

In Attendance: C/Cllr Peter Tomlinson, D/Cllr Nigel Dowty, Neil Gulliver (Parish Clerk) and 2 members of the public.

1. Apologies

An apology was received from David Simons (holiday).

2. Declarations of Interest

Jan Hipkins and the Chairman declared personal interests in Agenda nos. 6(1) and 8 respectively.

3. Dispensations

None.

4. Adjournment of Meeting to hear from:-

1) Members of the Public

A member of the public expressed her strong concern about the way that the hedges had been cut back along the southbound A449 between the Droitwich turn off and Black Bridge. By various means the road had now been cleared of debris but the footpath was still littered with debris and was dangerous for pedestrians. In addition, whilst the work was being carried out, no warning signs had been erected or other health and safety measures met.

Cty Cllr Peter Tomlinson replied that the County Highways had agreed to clear the footpaths but it would appear that the original work had been carried out by a private contractor on behalf of one or more landowner. It was agreed that efforts should be made to find out who the landowners were and details of the contractor before the matter could be taken any further.

2) County Councillor Peter Tomlinson

Cty Cllr Peter Tomlinson commented on the latest Members Update and highlighted the work of the County Council's Health Overview & Scrutiny Committee which was currently reviewing maternity services. He also made reference to the funding issues facing the County Council.

The Chair then commented that both herself and David Simons had been having great difficulty in dealing with Ringway regarding the installation of the unmarked crossing as part of the project. The company had first denied all knowledge of the application for the work and had then claimed that it had been submitted on the wrong form. In addition she had had to make a number of telephone calls to Ringway via a premium telephone number. Peter Tomlinson asked the Clerk to submit all the details of this problem to him and he would take the matter up with the County Council's officers.

3) District Councillor Nigel Dowty

D/Cllr Nigel reported that he had attended the District Council's Planning Committee to give his support to planning application no. 18/00426 relating to Greenacres, Narroway Lane. Unfortunately the application had been refused by a narrow vote. He added that the application

relating to Valley View, Titton would not be going to the Planning Committee and that the applicant was in discussion with the Planning Officer.

5. Minutes of the Meeting held on the 3rd July 2018

Under Minute 14, it was agreed that the words 'could be' in the third paragraph should be replaced with 'being'.

The minutes of the meeting held on the 3rd July 2018 as amended were approved unanimously and signed by the Chair.

6. Planning Issues

1) New Application for Comment

i) 18/00952/FUL – Moorlands Farm Coarse Fisheries, Manor Lane, Waresley, Hartlebury – Use of paddock as mixed equestrian and leisure use (for dog exercise/training). Erection of stable and siting of caravan for storage of feed and equipment and use as rest facilities

The Parish Council agreed to submit their objection to this application on the grounds that it would be a further over-development of the site, there were concerns that the horses were not being allocated the required open space and that the use of guns and other similar equipment to train the dogs was not compliant with health and safety regulation. It was added that if the application did receive approval clear restrictions should be put in place regarding the usage of the land.

D/Cllr Nigel Dowty added that he proposed to visit the site with the Planning Officer as soon as possible.

2) New Applications Already Commented On Due to Planning Deadlines and Update on Previous Planning Applications

The report was noted.

7. Hartlebury Community Project Report

(1) Update

The Clerk circulated a report prepared by David Simons giving an update of the progress of the project.

The report stated that Valuation No.3 had recently been completed and the gross value to date was approximately £122,700.00, including amounts paid for materials and equipment purchased for the project.

A payment of £43,032.15 plus VAT was currently due to the Contractor to be paid on or before the 15th August 2018. An amount of £18,073.50 would be invoiced to the Parish Hall Management Committee for the ENTRUST funding element.

A further payment of £464.00 plus VAT was also to be made to Greenway LA Ltd for project design support.

The payments to Midland CSB Ltd and Greenway LA Ltd were unanimously endorsed by the Parish Council.

The Chair commented that there had been a few issues with the project and stressed the need for all Parish Councillors and the Parish Hall Management Committee to get behind the project and to present a united front. A project of this size would always face problems but the final outcome would be for the benefit of the whole community.

Jan Hipkins added that the local residents living near the Parish Hall had been extremely supportive and the relationship with the contractors had been equally good.

(2) Proposed Launch Arrangements

Jan Hipkins presented the report and responded to Councillors' questions. The Clerk suggested that a budget of £400 might be more appropriate to cover any unexpected costs.

Shelagh Fisher, seconded by Simon Fletcher, moved and it was unanimously agreed:-

- 1) That the Parish Council agrees to the Project Launch Team's proposals regarding the arrangements for the official opening of the Hartlebury Community Project.
- 2) That approval be given to a budget of £400 for the purpose of purchasing services and items in order to bring the Community Project facilities to the attention of the community and to take the opportunity to officially recognise the sponsors.

8. Finance

(1) Current Financial Position

The Council noted the bank balances as at the 31st July 2018 as follows:-

HSBC Treasurer's Account:-

1)Parish Council General Funds	£26,908.92
2)Community Project Funds	£86,858.46
Treasurer's Account Total	£113,767.38
HSBC Deposit Account	£6,362.89
Scottish Widows Account	£10,000.00

The funds for the Community Project were currently as follows:-

Total Income to Date	£197,080.02	Total Expenditure to Date	£120,678.20
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(2) Payments for July 2018

The new payments totalling £7,085.70 were proposed by Ray Kirby, seconded by Cath Holden and agreed unanimously:-

Payment approved at previous meeting

Greenway LA Ltd	chq 101750	£958.80
Midland CSB Ltd	chq 101751	£56,979.17

Current payments

Clerk's salary	chq 101752	£598.82
HMRC	chq 101753	£165.53
Clerk's expenses	chq 101754	£125.15
Hartlebury PHMC	chq 101755	£62.50
Top Cut Mowing Services Ltd	chq 101756	£1,164.00
Worcestershire CALC	chq 101757	£1,044.65
Worcestershire CALC	chq 101758	£450.00
Sandra Hickman/Chairs Allowance	chq 101759	£250.00
Midland CSB Ltd	chq 101760	£51,638.58
Greenway LA Ltd	chq 101761	£556.80

9. Traffic Issues in Old Worcester Road

The Chair reported that she and the Clerk had met with a local resident and a Highways Engineer to look at the problem of speeding and the volume of HGVs on the Old Worcester Road. County Highways were now undertaking a traffic survey and, once the results of that were known, possible traffic calming measures could be considered. With regard to the number of HGVs using the road early in the morning, both Biffa and Weinerberger were aware of the problem.

10. Parking Update

The Chair gave an update on developments since the last meeting which included a meeting she and David Simons had had with a representative from Heineken regarding one of the possible sites. Negotiations were continuing with regard to the possible purchase of the land and applying for the New Homes Bonus funding for the overall project. She added that there were a number of possible funding options although some would require the Parish Council setting up a charity in order to access them. She would keep the Councillors up-to-date with developments.

11. Correspondence

The Clerk reported that he had met with the owner of Laburnum House in Inn Lane to discuss the need to cut back the hedge fronting his property as it was seen as a safety hazard. Having watched traffic passing the property it was clear that an issue was the vehicles parking opposite caused vehicles to run into the hedge. The owner had now had the hedge cut back in line with the wall of his property but sadly vehicles were still damaging the hedge.

12. Action Summary

In noting the Action Summary, the Parish Council agreed to consider whether to replace or repair the bench in Old Worcester Road at their next meeting.

It was noted that the idea of mounting one of the new notice boards on the wall of the Post Office was not an option.

17. Councillors' Points of Information and Items for Future Agendas

Cath Holden asked whether waste bins could be installed on the Taylor Wimpey development. D/Cllr Nigel Dowty agreed to check the position with the District Council.

Simon Fletcher asked if the hedgerow overhanging the footpath along Station Road could be cut back. The Clerk agreed to ask the Parish Lengthsman to deal with it.

Simon Fletcher commented on the use of the field next to the allotments as a practice area for golfers. It was agreed that the Clerk should write to local residents in the area reminding them that this was not permitted.

Simon Fletcher reported that some allotments were becoming overgrown and clearly not being tended. It was agreed that the Clerk would visit the allotments and then contact the relevant allotment holders to remind them of the need to keep plots tidy.

The Chairman reported that she had received complaints about residents dumping garden waste at the back of the houses overlooking the allotments. The Clerk was asked to write the residents concerned. The Chair asked for the Clerk to contact the company Nozstock to remove all their advertising signage from the Parish.

The Chairman reported that the promised help from the Police with the distribution of the Smartwater kits had failed to materialise. She added that she had also been told that the Parish Council should not post the kits through letterboxes for fear of misuse. It was therefore proposed to offer the kits at the opening day of the community project. Following a comment by Simon Fletcher it was agreed to go ahead with the displaying of the Smartwater signs as this may encourage residents to ask for the kits.

DATE OF NEXT PC MEETING: Tuesday 4th September 2018 - 7.00 pm at the PARISH HALL.

The meeting closed at 8.50pm

Signed(Chairman) Dated