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| **To Members of Great Witley and Hillhampton Parish Council** |
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| You are duly summoned/required to attend the next meeting of Great Witley and Hillhampton Parish Council to be held at 7.30pm on Thursday 09th March 2023 at the Village Hall. |
| **Agenda** |
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| **In Attendance:**  |

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| **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. |
|  |  | b. | To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.  |
|  |  | c. | To declare any Other Disclosable Interests in items on the agenda and their nature. |
|  |  | d. | Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting. |
| **3.** | **To consider any Application for a dispensation:**  |
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| Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items. |
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| Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence. |
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| **The meeting will be adjourned for Public Question Time** |
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| The time allocated is at the discretion of the council/chairman. 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 itself. The period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. |
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| **4.** | **Minutes:** To consider the approval of the minutes of the last meeting of the council. (attached) [..\MINUTES\Minutes February 2023.docx](../MINUTES/Minutes%20February%202023.docx) |
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| **District and County Councillors’ Reports:** for information. (Items raised for decision will appear on the agenda for the next meeting.) |
| 1. DCllr Mr P Cumming
2. CCllr Mr D Chambers
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**Progress reports:** for information |
|  |  | a. | Chairman (Cllr P Trow) and Clerk (Jo Evans)  |
|  |  | b. | Village Hall and Quartergreen (Cllr B Dallow) |
|  |  | c. | Lengthsman and Footpaths (Cllr C Jones & Cllr F Chapman) |
|  |  | d. | Neighbourhood Plan Working Party (Cllr F Chapman, Cllr A Symmonds & Cllr D Trow)  |
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| **7.** | **CALC:** to consider attendance by clerk and councillors at forthcoming training events outlined in the CALC Updates. |
| **8.** | **Planning:** |
|  |  | a. | M/23/00200/FUL Lesotho, change of use and installation of residential access drive |
| **9.** | **Finance:** |
|  |  | a. | Paid invoices and remittances received – circulated before this meeting for approval. |
|  |  | b. | Bank reconciliation. |
|  |  | c. | Budget comparison. |
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| **10.** | **Correspondence for Information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting. |
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| **11.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting: None.** |
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| **12.** | **Councillors’ reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise future items for future agendas.BD: Litter pick and Benches at The Glebe |
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| **13.** | **Date of next meeting:** To confirm the date of the next meeting, which is scheduled for Thursday 11th May 2023, 7.30pm. This will be the Annual Meeting of the Parish Council. |
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| **14.** | **To consider the exclusion of the public and press in the public interest for consideration of the following items: None.** |
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| Signed ………Jo Evans……………………….. Date …………01/03/2023…………….. |
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|  | Jo Evans Clerk to Great Witley and Hillhampton Parish Council |
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| **The Minutes of the Meeting of the Great Witley and Hillhampton Parish Council**  |
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| **Held at the Great Witley Village Hall on Thursday 2nd February 20232** |
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| **Present: Chairman**, Cllr P Trow (PT). |
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| **In Attendance:** Clerk, J Evans, Cllrs C Dermietzel (CD), F Chapman (FC), N Drew (ND), C Jones (CJ), B Dallow (BD), A Symonds (AS), D Trow (DT), C Hamer (CH) and C.Cllr D Chambers (DC) and D.Cllr P Cumming (PC). |

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| **1.** | **Apologies:** C Cllr D Chambers |
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| **2.** | **Declarations of Interest:** PT declared an interest for the co-option of DT. DT was co-opted onto the council with a unanimous vote from all those present. |
| **3.** | **To consider any Application for a dispensation:** None. |
| **4.** | **Minutes:** The Minutes from 17/11/22 were approved and signed. |
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| **5.** | **District and County Councillors’ Reports:** D Cllr Report:PC reported that things were progressing with The 100 House. It has now been reported that over half the properties are occupied and hopefully the bar will now be fitted out. The complaints regarding 5 Stourport Road will be investigated. The SWDP is finally progressing forward. The core services need to be up to scratch and it was suggested that a working group is set up to make sur it gets done. Hopefully this is good news for the future.Matters which arose from this report were as follows:* If The 100 House do not fit out the bar, then the Council can prosecute.
* FC said it will be a difficult situation if they run the bar into the ground and say they can’t open it.
* PC said it will be fitted out and hopefully the village will keep it going.
* BD suggested making the bar an Asset of Community Value.
* Bloor Homes – PC reported that it is fact that the site they refer to is in excess of the site in the SWDP.
* AS said that part of the field, a corner piece of land, is in the SWDP Review. This is adjacent to the boundary and may have some significance. It will be some time before the final version of the SWDP is published as it is now going through a series of inspections which have fallen behind due to COVID.
* FC said that the area where 90% the houses are in the Review. A small proportion are outside with some green spaces. They are now looking to build 85 houses, which is double what the Review suggests, on the same size plot. The village will increase in size by 1/3.

C Cllr Report: DC report is attached to the end of these Minutes. |
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| **6.** | **Progress reports:**1. PT asked the parish council if the Clerk could attend the CALC election workshop and it was agreed by all present. It was suggested that an advert is placed in the Surgery to ask parishioners to consider volunteering to join the parish council next May. The clerk confirmed that FC had attended a branch of HSBC to progress our change of signatory mandate and daily limit allowance and to make the clerk the primary user of the online banking facility.
2. Village Hall, Ruth Goodman: To combat the increasing energy costs the VH are going to invest in air source heat pump heating. Peter Van-Tongeren has applied for a Grant to help towards the cost. It is hoped that for now the cost of hiring the VH will not have to be increased. An area of roofing has been lagged and the VH asked if the £250 community levy on offer by the PC could be used and it was agreed by all. The guttering has been cleaned. Coronation celebrations are scheduled for Saturday 6th May 2023. The event will be streamed live from the Village Hall and tea, cake and the bar will be open for the Great Witley and Hillhampton community to watch together. The parish council supported this event, and the village hall committee will organise it. Regarding Bowen’s field, the mower needs to be serviced and the grass under the exercise equipment needs to be strimmed. Andrew Goodman will organise the service and it was asked if anyone could do the regular mowing of the field this growing season. A note will be published in the parish magazine. The patio at the top end of the Quartergreen has been completed. FC suggested that the parish council fund the mower service, and all agreed. He also said we should fund the cake at the coronation celebration event and PT with RG agreed that the ticket system which was used at the Jubilee celebrations could be used again. FC also offered to plant the new hedge and 3 new trees at the top of Bowens field. The invoice from Farlow Farm for the 3 replacement trees was approved and it was considered a very good price.
3. Nothing to report regarding the Lengthsman and Footpaths other than Chris Bunn is doing a very good job.
4. Following on from the appointment of David Nicholson as our Planning Consultant and the previous appointment of FC,CD,CH,AS and DT to be members of the Steering Group, the group invited other residents namely Samantha Fenn, Caroline Wright, Peter Van-Tongeren, Daniel Griffiths and Frankie Colwill to join them The group then met with David Nicholson at 7.30pm on January 17th in the committee Room of the Village Hall without Frankie Colwill who sent apologies. It was noted that those present came from the “old” parts of the village and neither The Glebe nor any of the new estates were represented , AS volunteered to put the invitation to join the group on the local website and subsequently Stella Oakey joined the group. David Nicholson outlined a proposed residents survey, residents letter and evidence base he was proposing to use. After discussion some minor amendments were made and the items approved for use. It was agreed that 2 survey forms per household would delivered viz 1 per person and not 1 per household and that delivery would take place by February 14th with returns collected by February 29th, Thanks to DG for arranging the printing of the surveys and to SF for setting up the online version. The results of the survey would be collated and then sent to DN for preparation of the NP. At that stage it was proposed that a public meeting would be held.
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| **7.** | **CALC:** All training dates were circulated prior to the meeting, and it was agreed that the clerk should attend the workshop covering the forthcoming election. |
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| **8.** | **Planning:** Although not on the agenda, two planning applications were received prior to the meeting and both were supported. Home Farm Cottage and Witley Court’s art installation. |
| **9.** | **Finance:**1. All finance was circulated and approved prior to the meeting. FC gave an invoice from Farlow Farm Nursery in the sum of £150 for replacement trees (x 3) which was approved. A cheque for £1,029.80 was approved and signed in settlement of David Nicholson’s invoice for planning advice regarding the Neighbourhood Development Plan.
2. The bank reconciliation balanced and was circulated prior to the meeting.
3. The budget comparison was circulated prior to the meeting.
4. The community levy was approved for the extra roof lagging on the village hall and the clerk’s pay award of an increase to £13.95 was also approved.
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| **10.** | **Correspondence for Information:** An email was received outlining the possible closure of the parish magazine if productions costs cannot be met. ***ACTION:*** The Clerk will ask Peter Hill how much the production costs are. |
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| **11.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting:** The Neighbourhood Police were invited to attend the meeting to discuss traffic speeds but sent a newsletter update instead.AS reminded the parish council that we do not qualify for any further control measures but as a goodwill gesture we get more than we should. CJ asked again for the blue speeding camera signs, like they have in Stourport, to be positioned through the village as they seem to be a good deterrent. AS will look into who will provide the signs. FC pointed out that we can only ‘nip’ in the main road if it is street lit. |
| **12.** | **Councillors’ reports and items for future agenda:*** Regarding the placement of the new benches at The Glebe, BD reported that Roger Evans thinks the land belongs to MHDC. It was discussed and agreed to go ahead with the installation of the benches and Ruth Goodman will provide the clerk with the contact details of the bench suppliers the village hall committee have used.
* FC asked if anything would be provided for the children of the village as a souvenir of the King’s Coronation. PT will look at an appropriate token gift. CD suggested packets of sunflower seeds. BD suggested planting a new tree. FC said as 3 new trees were being planted they could commemorate the event and a ribbon cut on the day of the coronation.
* CD reported that the 30mph sign by Stourport Lodge at the crossroads is broken ***ACTION:*** The clerk will report this.
* PT said that the TV’s in the garage were distracting to travelling vehicles.
* AS will ask Tina regarding housing the second defibrillator at the garage.
* Bloor Homes have asked if they can present at our next parish council meeting. It was agreed that a separate public meeting would be called so it does not interfere with the normal parish council business. The date agreed for this public meeting was Thursday 23rd March 2023, at 7.30pm in the village hall. Questions raised were, what extra information do they have that is not already contained in the consultation? Will someone from Bloor Homes attend as well as their planning team? There are still 3 outstanding matters which Bloor Homes promised they would deal with the last time they presented to the village:
1. The VAS sign is still broken and not replaced on the A443 near the 100 House.
2. The road is still unadopted at Fountain Court since it was developed some years ago.
3. The drainage issue is still outstanding around this development.

Perhaps Bloor Homes might consider fulfilling these promise requirements before they present on further developments? |
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| **13.** | **Date of next meeting:** It was agreed by a show of hands that the next meeting will be at Great Witley Village Hall at 7.30pm on Thursday 9th March 2023. |
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| The meeting was adjourned for **Public Question Time**, notes of which are appended to these minutes. |
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| The meeting closed at 9.00pm |
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| Signed …………………………………….. Date …………………………………….. |
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|  | Chairman |

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| **Notes of Public Question Time**  |
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| 6 Members of the public were in attendance and raised the following concerns during Public Question Time: |
|  |  | 1. | The broken fence reported by Mrs Quaterman some 8 months ago is now lying flat. ND said he would fix this, but it is still outstanding. It was decided to ask someone else to complete the job. FC apologised that the work was still outstanding as he thought it had been done. |
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