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| **The Minutes of Great Witley and Hillhampton Parish Council** |
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| **Held at the Great Witley Village Hall on Wednesday 14th March 2018 at 7.30pm** |
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| **Present: Chairman F Chapman (FC), Cllrs, C Shaw (CS), C Dermietzel (CD), G Goodman (GG), C Jones (CJ), A Symonds (AS), B Dallow (BD) and District Cllr P Cumming (PC)** |
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| **In Attendance:** Clerk, J Evans (JE) |

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| **1.** | **Apologies:** **Cllrs N Drew (ND), R Perkins (RP) and County Cllr K Pollock (KP)** |
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| **2.** | **Declarations of Interest:** |
|  |  | a. | Register of Interests: Councillors were reminded of the need to update their register of interests. |
|  |  | b. | Disclosable Pecuniary Interests: none. |
|  |  | c. | Other Disclosable Interests: none. |
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| The meeting was adjourned for **Public Question Time**, notes of which are appended to these minutes. |
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| **3.** | **Application for a dispensation:** none. |
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| **4.** | **Minutes:** the minutes of the meeting held on Tuesday 16th January 2018, 7.30pm were approved. |
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| **5.** | **Progress reports:** |
|  |  | a. | **Clerk:**1. Welcome leaflet – A printed copy was handed around the Parish Council and it was discussed how this might be delivered to residents who had recently moved to the village and to new comers. It was agreed that a link would be highlighted in the Parish Magazine and on the websites where residents could find an online copy.
2. May Annual Parish Meeting – the clerk will contact all the necessary contributors for their attendance or submitted reports and confirmed that a speaker had been arranged to present to coincide with the opening of Charlies Bar.
3. Transparency Fund application – the clerk reported that this application had been successful and that £2,390 had been allocated to cover our website setup and running costs to comply with the Transparency Code.
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|  |  | b. | **Village Hall:**1. The school holidays coffee mornings are proving to be very popular with around 30-40 people attending. The next one is scheduled for 10th April 2018.
2. Films nights also continue to be well attended with the next showing on 13th April 2018 of Paddington 2.
3. 24th March 2018, will see a Pointless Quizz.
4. Other events continue to fill the village hall diary including fitness evenings.

 **Quartergreen:** CS reported that all facilities available here continue to be used.FC commended CS for his prompt organisation of the repainting of the parking lines in the village hall car park.GG informed the Parish Council that a surveillance camera had been installed at the Quartergreen to cover the changing rooms and the multi-sport court. AS suggested a sign highlighting that cameras were in use should be mounted nearby.  |
|  |  | c. | **Lengsthman and Footpaths:** CJ reported that Chris Bunn has been appointed as the new Lengsthman. CJ will show Chris around the Parish and FC suggested he might also supply him with a list of jobs he is required to carry out. The clerk pointed out that after 23rd March 2018 no further timesheets could be submitted to WCC for this financial year. At present a number were still outstanding from the outgoing Lengsthman. ***ACTION;*** Clerk would write to Andy Johnson requesting he submit all outstanding timesheets for work carried out before 23rd March 2018.CS thanked GG for his efforts in clearing the recent snow. |
| **6.** | **CALC:** No-one can attend the SWDP meeting arranged for 20th March 2018 at 4.30pm. |
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| **7.** | **District and County Councillors’ Reports:** |
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|  |  | a. | PC report: The SWDP is extended to 2041 from 2030. It is expected that the Government will say that more houses will need to be built. PC said that the infrastructure needs to be in place before any new housing developments can start. What was hoped was going to form a new reception at MHDC has now been listed as a historic gym. A new building has been found for an alternative reception. A housing company is to be set up which will look at providing private rental housing in the area. Malvern is to be used as a testing area for the new 5G phone system. Also, Band D council tax has had a £5 increase. BD asked for a progress report on Orchard Farm, but PC had nothing at present to report or on the proposed application for 175 houses. GG queried if this was subject to a time lapse date. PC said they were waiting for an inspector to be appointed before “setting the clock running”. |
|  |  | b. | FC read out KP report in his absence a copy of which is attached to these Minutes. |
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| **8.** | **Planning:** |
|  |  | a. | 17/01783/FUL Witley Park Farm – It was reported that this application has been withdrawn. |
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| **9.** | **Finance:** |
|  |  | a. | Invoices which were circulated and paid prior to the meeting were approved:1. J Evans £65.98 for printer ink, note book and pens
2. J Evans £372.83 Clerk January invoice
3. HMRC £87.20 Employment tax
4. CALC £10.00 Clerks Gathering
5. J Evans £17.99 for postage stamps and file
6. JW Lane Ltd £40.20 Mower parts and service
7. TAG £135.04 Mower parts and service
8. J Evans £287.06 February invoice
9. HMRC £68.60 Employment tax
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|  |  | b. | Bank reconciliation circulated and approved. |
|  |  | c. | Budget comparison circulated and approved. |
|  |  | d. | Bank mandate and cheques were signed at the close of the meeting. |
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| **10** | **Correspondence for Information:** Response letter to Mr and Mrs Powell was read out and approved for posting. |
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| **11** | **Urgent Decisions since the last meeting:** none. |
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| **12** | **Councillors’ reports and items for future agenda:** |
|  |  | 1. | BD reported that he met with Jack Adams, Enforcement Officer – Land DrainageWychavon District Council regarding the drainage problem in the field adjacent to the surgery. It is in an area of rough grass and there is a broken slab causing the problem. It is the landowner’s responsibility to replace this slab and clean the silt trap. ***ACTION:*** FC will write to the Pains who are the landowners and point out the danger to the public this poses. |
|  |  | 2. | FC read out the update report received from the 100 House developers, a copy of which is attached to these Minutes, and a discussion was held to choose a name for a new street on the development. It was unanimously agreed that ‘Old Hundred House Mews’ would be put forward. GG said that looking back historically there would have been a mews for the stabling of horses at the inn and therefore this would be a fitting name. ***ACTION:*** The clerk would email WCC street naming with this suggestion and copy in the developers. |
|  |  | 3. | 5 Stourport Road. Concerns were raised over the amount of rubbish and live poultry left on the front of this property. It was suggested that a report be sent to MHDC and Environmental Health. FC has been looking at the situation as said that if the front garden is no longer being used as a residential garden then planning permission is required. AS said that it amounts to anti-social behaviour and that the neighbours could contact the police for a police visit |
|  |  | 4. | GG said he could start the mowing season off, but the mowing of Bowens Field requires a regular mow. The clerk offered to ask her son if he would carry out the task voluntarily as part of his Duke of Edinburgh Scheme. At this point it was also highlighted that a fresh vacancy for Parish Warden advert needs to be posted. ***ACTION:*** The clerk will put an advert in the Parish Magazine. |
|  |  | 5. | FC reported that VeloBirmingham will not take place through this Parish this year. |
|  |  | 6. | AS reported on the A443 Action Group. There are 3 ways speeding can be tackled on roads. Through:1. Engineering on roads by Highways Department
2. Education
3. Safer Roads Partnership with enforcement. This has minimum effect on speeding. Prosecutions are made but speeding continues to be a problem. It is thought that in some areas limits need to be raised to what feels natural or safe in the conditions. Resources are limited and Great Witley gets “more than its fair share”.

Highways should review the limits or look at the engineering of roads, but they do not have the resources to do either. CS queried about whether Fountain court ever set up their own community speed watch. AS said that as far as he knows nothing has happened yet but will suggest this to the A443 Action Group. ***ACTION:*** The clerk will request further 30mph stickers for wheelie bins to hand out at the May Annual Parish Meeting. |
|  |  | 7. | BD agreed he will provide a quote for a new notice board at Hillhampton to replace the rotten one. |
|  |  | 8. | A request was made for a new grit bin by Home Farm Lane on the Martley Road. ***ACTION:*** The clerk will contact WCC to make the request. |
|  |  | 9. | It was reported that the lay-by opposite the 100 House is frequently occupied by a lorry. It is unlikely to be possible to close this lay-by, but it was suggested that if the same lorry repeatedly parking then it should be photographed, and a report made. |
|  |  | 10 | BD suggested that as a traffic calming measure a blue and white child statue placed by the car park turn in and school turn in might be used. CD queried whether this might cause an obstruction to visibility.  |
|  |  | 11 | FC said that perhaps lights or reflectors could be used by the entrance to the car park as this was sometimes hard to determine in the dark. CS pointed out that there are some pot holes which require to be filled in in the village hall car park. Approval was given to purchase some ready made tarmac bags. GG said J W Lanes sell these and CS and CJ said they would carry out the work. |
|  |  | 12 | CS requested on behalf of the Village Hall if they could inspect the cupboard space in the small meeting room to see how much storage space there is. |
|  |  | 13 | FC discussed the measures which could be taken to stop vans stopping at the filling station obstructing the view. ***ACTION:*** The clerk will write to Jon Fraser’s Safer Neighbourhood Team at the Highways Department. |
|  |  | 14 | FC made the Parish Council aware of the new Data Protection toolkit as seen in the CALC updates. ***ACTION:***  It was agreed that a Data Protection Officer would be appointed at the next meeting. |
|  |  | 15 | BD said that the numerous signs collecting at the garage are not only an eye sore but also blocking the road signs. CJ said that if permission has not be sought for these signs then the Lengsthman can take the signs down. |
| **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 Wednesday 9th May 2018 for the Annual Meeting of the Parish Council and the Annual Meeting of the Parish will be on Thursday 17th May at 7.30pm. |
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| The meeting closed at 21.45 |
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| Signed …………………………………….. Date …………………………………….. |
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|  | Chairman |

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| **Notes of Public Question Time 7.35pm to 8pm**  |
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| 4 Members of the public were in attendance and raised the following concerns during Public Question Time: |
|  |  | 1. | Mr and Mrs Hollingsworth raised continued concerns over noise nuisance coming from work being carried out at Cllr ND property for over the last 12 months. They had emailed the Parish Council on the 19/1/18 and 1/2/18 where responses by Cllr Drew had been promised but at present nothing had been received. The noise includes lorry horns sounding as well as vehicle reversing alarms weekends as well as weekdays. CD also pointed out that the road and pavements were being left in a very muddy state by these lorries and BD said that there is a byelaw which states vehicles that cause this debris are responsible for cleaning it. There is a precondition to the works agreement to keep the road clear. ***ACTION:*** GG will speak with ND and enquire as to the estimated length of time these works have left to completion and who is responsible for running the glasshouses. Pencroft, the haulage firm responsible for the muddy state of the roads, are responsible for cleaning them. ***ACTION:*** The clerk will write to Pencroft asking how much longer their lorries will be required to work at the site and that they need to make urgent arrangements to clean the road and pavement.It was also brought to the Parish Council’s attention that from the glasshouses at Hillhampton there is constant running water which flows along the road from Structons Heath to A443. This is permanently wet and in icy weather freezer causing hazardous conditions.  |
|  |  | 2. | An issue was reported where sewage is backing up into a property where new pipework from Glendower Way joins with existing pipework. Severn Trent have been called out 5 times in 2.5 years to clear the pipes. ***ACTION:*** FC agreed he would contact Severn Trent to seek a solution to this matter and that the Clerk would contact the Glendower Way Residents Association reminding them not to flush nappies, sanitary products, baby wipes etc which is causing blockages. |
|  |  | 3. | The residents at Lesotho brought to the attention of the Parish Council that reports to WCC about noise and tremor nuisance caused by lorries travelling over a pothole/dip in the road outside their property has not been dealt with. Their property is a piled house and as such these tremors should not be felt. ***ACTION:*** The clerk will report this to WCC as a matter of urgency. |

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County Councillor Ken Pollock’s report:

**GREAT WITLEY PARISH COUNCIL MEETING**

**14.03.18**

**COUNTY COUNCILLOR REPORT**

1. **County Council affairs**

March the 1st brought the dreadful and totally unexpected news of the death of our interim chief executive, Steve Stewart. He was only 64 and had made a huge contribution since starting last May, when our previous CE, Clare Marchant had left to run UCAS.

Steve was just coming to the end of his service with us, before our new permanent Chief Executive, Paul Robinson starts work on the 19th May. He has been the Chief Executive of Derby City Council, where he has run a unitary authority with a large budget and staff, comparable to this county.

In the last month or so, we have recruited other senior members of the management team. They are the Chief Finance Officer is Michael Hudson, from Wiltshire, the Chief Commissioning Officer is Andrew Spice from Sussex, and the Interim Director of Adult Social Care Services is Avril Wilson from West Sussex.

While there was never planned to be a handover period with both men in place, Steve’s death casts a bit of a shadow over Paul’s start in Worcestershire. We wish the whole team well in getting started in post, and providing the vision and leadership needed for the large County council staff, and all those in the County that rely on the council for services and encouragement.

1. **SWDP revisions**

Following its publication in 2016, the SWDP has been the basis for deciding the pattern of house building across south Worcestershire. Recently, the three councils involved have been considering revising the plan in the light of the impending publication of the second National Planning Policy Framework.

While this concerns the County Council more from the infrastructure viewpoint, I have been keen to take part in the discussions. My impression is that while organic small scale growth of communities is desirable, it could be that larger new settlements may be necessary. Should one or two “new towns” of around 5,000 dwellings be required, the location of such developments is crucial. Any strong feelings on such plans would be welcome by your local district councillor and the planning departments.

Recently Tenbury Town Council considered an application to build 72 houses off Oldwood road opposite the high school. I would suggest that it would be advantageous to the school to have more young families in its catchment area. In addition, it is unrealistic to suppose that homes should only be allowed close to where there is an unmet need for employees. Minimising travel distance to work is desirable, but often unrealistic, and could be seen as a reason for allowing rural areas to become depopulated.

A similar principle applies across the County, and we should be prepared for organic growth of our villages and hamlets, as well as a growth in jobs in rural areas. It is in this context that better broadband is so essential and I have to report steady if slow progress at reaching the last 5% or so of premises not yet served by Superfast broadband.

1. **Tenbury Public Realm**

The bad weather has delayed the completion of the Public Realm work in Tenbury. The latest news is that the red tarmac will be laid overnight starting on Monday the 19th, with the road being closed from 19.00. It will open again at 06.00. This operation should only take 3 nights, and the 20 mph roundels will be painted on the road surface at the same time.

There are still one or two items of street furniture outstanding aas Tesco has not yet fulfilled all its obligations under the S278 agreement it signed. We hope continual pressure will achieve the appropriate result before legal action is required.

1. **Speeding**

I am aware of the continuing concern about speeding in the village, and I praise the efforts of those involved to seek better redress from the Safer Roads Partnership and others. I hope these measures will be seen as effective in the coming months.

On the other hand, one must be realistic, and I am impressed with the correspondence about speeding that your clerk has conducted, seeking sensible compromise in the village.

1. **Divisional Fund**

I still have a small sum in my Divisional Fund and would be pleased to allocate it to good causes. If anyone knows of deserving enterprises that could benefit, I would be pleased to talk to them about whether I could help. Please pass this message to others in the community who may be unaware of the fund.

**Cllr Ken Pollock**

**Cheltenham,**

**Gloucestershire,**

**GL50 2BZ**

**14.03.18**

Following receipt of this report an email was received from CC Pollock informing the Parish Council that the expected cold weather has meant that the red tarmac work in Tenbury has been put back another week.

**Hundred House Update:**

Dear Mrs Evans

Thank you for your email and apologies for my late response.

The progress at the site is on track and we are due to complete at the end of May 2018, when the first Occupants will complete on their properties. Western Power have scheduled the movement of the electricity lines at the end of March to be competed by the 9th of April.

The Public House will most likely be ready to Open in June. Refurbishment to pub, which we are calling Henry’s at the Hundred House, will be refurbished to a high standard and will serve hot food as well as alcohol. The new licence has now been granted.

I understand that MHDC have asked the Parish to consider the names for the additional road naming required for the site.

We would love you to consider:

Old Hundred House Walk

Old Hundred House Square

Old Hundred House Mews

If you need anything else, please do not hesitate to contact me again.

**Kind Regards**

**Sundip Shihn**

**Witley Hundred Ltd**

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