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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, 11th January 2017 at 7.30pm** | |
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| **Present: Acting Chairman Cllr G Goodman (GG), Cllrs C Shaw (CS), C Dermietzel (CD), N Drew (ND), A Symonds (AS), F Chapman (FC) and District Cllr P Cumming (PC)** |
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| **In Attendance:** Clerk. |

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| **1.** | **Apologies:** Cllrs R Perkins (RP), S Sebesta (SS), B Dallow (BD) and County Cllr K Pollock (KP) | | | | | |
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|  | ***GG requested that all present stand in silence as a mark of respect for the recent passing of Mr David Pangbourne who stepped down as a Councillor 12 months ago, due to ill health but who in his time on the Parish Council worked hard and tirelessly. His legacy can be seen in the successful completion of the Quarter Green’s outside exercise equipment, playground and tennis court****.* ***The Parish Council agreed to send flowers to Beryl, his wife, who he leaves behind, as an expression of our condolences and sympathy.*** | | | | | |
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| ***GG informed that a notice to landowners relating to possible planning application being made for new housing on land off the Stourport Road had been handed to the Parish Council. Once verification that the planning application has been submitted to MHDC, a public planning meeting will be called. The Parish Council will then formulate a reply to MHDC.*   *Individual parishioners should make their own personal views known direct to the planning department at MHDC.*** | | | | | | |
| **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**. 7 members of the public attended the meeting. No questions were raised. | | | | | | |
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| **3.** | **Application for a dispensation:** none.  Ian Marshall, Monitoring Officer at MHDC, has advised as follows:  *“It is a matter for individual Parish Councillors as to whether or not to disclose interests in a planning application.*  *If a Councillor lives in the immediate vicinity of this large planning application, the safest course would be for them to disclose an interest in the matter & leave the room when the application is considered.*  *If a Councillor does not live in the immediate vicinity of the application, in my view, there is no need for them to disclose any interest. Ultimately, it is a matter of judgment for individual Councillors.*  *In this context of a major planning application, I am not wholly comfortable with a Councillor with an interest applying for a dispensation. My preference would be to leave it to the other Councillors to comment on the application.*  *I would have thought it unlikely the Parish Council would not be quorate , but if this is the concern, one option is for the Parish Council not to comment on the application & simply leave MHDC to determine the application.*  *The other option would be for individual Councillors with interests to apply to the Parish Council for dispensations. I do not favour this option, but if it is to be pursued, Councillors with interests should make their applications in good time & in accordance with any Parish Council procedures. It is then for the Parish Council to decide whether or not to grant the dispensations. Please note that Councillors seeking dispensations are permitted to vote on their own applications for dispensations.”*  GG pointed out that Ian Marshall was not in favour of giving dispensations.  CD pointed out that following solicitors advice relating to complaints made about a meeting held at the beginning of 2016 relating to the application for 175 new housing off the Stourport Road that Councillors acted correctly. | | | | | |
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| **4.** | **Minutes:** the minutes of the meeting held on Wednesday 9th November 2016 were approved. | | | | | |
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| **5.** | **Progress reports:** | | | | | |
|  |  | | | a. | **Clerk:**  Online Banking is now up and running and payments have been successfully made using BACS. Councillors were made aware of the current up-to-date balance on the PC’s cheque account of £15,179.87. It was also highlighted that any monies left in reserve at the end of the financial year will be used for maintenance/emergencies. | |
|  |  | | | b. | **Village Hall and Quartergreen:**  VH: The film nights, bar and fish ‘n’ chips are still being provided and well attended. The kitchen has been updated and Wi-Fi is available the code for which is clearly displayed in the VH entrance. It is hoped in the future that an extension to the VH may be made.  QG: CS, the acting Chairperson in DP’s absence for the QG Committee relayed the sad news that Mr David Pangbourne has recently passed away. CS has agreed to continue in this role until a new Chairperson has been chosen. The QG continue with their hard work and their efforts are greatly appreciated. They were very pleased to be nominated for a quality award and although they were not successful on this occasion they have received a certificate in recognition of their excellent work. Unfortunately, due to a lack of venue a bonfire could not be held this November. An advert will be placed in the parish magazine asking for a venue for 2017 to be volunteered. The progress of the new footpath is still ongoing and the committee are awaiting quotes for the work planned.  CHILD PROTECTION AND SAFEGUARDING: Councillors have now received draft policy documents for their perusal. CS recommends that such a policy is put in place for the QG and VH and that the GWHHPC should keep a copy. No opposing views have been received therefore it is assumed that all on the GWHHPC agree. Any future grant applications require such a policy to be in place. Mandy Morris (MM), who leads the playgroup, has volunteered to head this policy and CS will deputise with any relevant training provided. The policy will not require any DBS checks but both CS and MM do hold current DBS certificates. The aim of the policy is to highlight awareness of child protection.  CS highlighted a recurring problem with 2 aggressive dogs (a black Labrador and a yellow Labrador) attacking people using the public footpath near Woodbury Hill Farm. ***(ACTION)*** CS has agreed to speak to Steve Holmes regarding this matter. | |
|  |  | | | c. | **Lengsthman and Footpaths:**  RP was absent but comments relating to the Lengsthman will appear later in these Minutes under section 9. | |
|  |  | | | d. | **Neighbourhood Plan Working Party:**  GG extended his thanks to the NPWP Committee for their excellent work in producing a draft plan.  FC advised that out of 6 members of the Committee nearly all are Councillors from the GWHHPC. The text of the document is almost complete. They were going to adopt a police design structure with new houses built but BD highlighted the question as to whether street lighting would need to be incorporated with this structure. This is something the Committee and village does not want. Once the GWHHPC are happy with the plan the next step is to bring it to the Parish Meeting. Some additional pictures are required and ***(ACTION)*** AS agreed to help FC incorporate these into the text. Following this, the plan will then be presented to the planners at MHDC before finally being brought before the Inspectorate. The final decisions and outcomes will depend on the political feeling at the time.  ***The meeting was closed for public questions relating to the Plan:***   1. ***Q: Will there be a public meeting A: Yes*** | |
|  |  | | | e. | **The Hundred House:**  GG informed the meeting that as he understands it, The Hundred House has possibly been sold to HCT Homes. Mr Kelly, a contractor who is working at the site, said that work was being carried out in accordance to agreed plans for a pub/restaurant. The work is progressing at a good pace and it is hoped it will reopen for Christmas 2017.  CS said he had also spoken to Mr Kelly who suggested that the bar may be open by October/November 2017. | |
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| **6.** | **CALC:** Battle’s Over – A Nation’s Tribute  GWHHPC would like to take part in the beacon lighting on 11/11/18 but do not have a suitable venue. FC suggested that we might consider joining with Abberley Parish Council and approach Abberley Hall School to request if such a beacon could be lit on their ground? ***(ACTION)*** GG will ask Trevor, Abberley Parish Council’s Chairperson to consider this request. | | | | | |
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| **7.** | **District and County Councillors’ Reports:** | | | | | |
|  |  | | | a. | PC reported that MHDC has lost £250,000 in their budget of new homes bonuses and therefore new cuts will need to be found. This is a very difficult task and some services may suffer. MHDC are looking to work in conjunction with Wychavon in a bid to save money. They are going out to joint tender to the private sector for the provision of waste services with Wychavon. The tender figures for this should be received by the end of the week.  The main council property in Malvern is going to be demolished and a new two storey building will take its place. This will include a public area. MHDC are waiting for permission to progress with this plan from Historic England.  A Planning Portal is expected to go live soon which will enable members of the public more access to information relating to the progress of planning matters. | |
|  |  | | | b. | KP sent his report in his absence, a copy of which is attached to these Minutes.  In brief: - there may be an election on May 4th when all 57 county council seats will be contested, to give a new administration at County Hall.  The County Council need to approve their budget and seek endorsement for their plans to increase council tax by 0.94% in addition to a 2% rise in tax to provide money for adult social care.  They are awaiting news regarding further funding for plans for a second Carrington Bridge and A38 improvements through Bromsgrove.  2017 should see the start of a new Worcestershire Parkway rail station hopefully leading to a 2-hour trip to and from London every hour.  They are backing efforts to improve mobile coverage across the whole county.  **Tesco in Tenbury** – Completion is expected soon  **Eastham Bridge** – Works continues apace. The steel spans should be installed this month.  Gritting concerns are being looked at. 17,000 tonnes of salt are in store in preparation for the winter weather.  Road safety – the dangers of speeding along the B4203 west of Stanford Bridge have been highlighted and it is hoped double white lines may be installed.  **VAS in Great Witley** – These are now working and it is hoped that the Safer Roads Partnership will continue to monitor speeds along the A451. ***(ACTION)*** The Clerk will contact Mr Haynes of Safer Road Partnership to request that they will continue to monitor speeds here.  **Siding out** – Hopefully the extra money which has been allocated to improve our footways should be evident soon. | |
| **8.** | **Planning:** | | | | | |
|  |  | | | a. | Appeal decision that planning permission for conversion of agricultural building to a single unit of residential accommodation at Hillhampton Farm is refused and the appeal dismissed was reported. | |
| **9.** | **Finance:**  ***Outstanding from last year’s audit are the PAYE submissions to HMRC from the previous clerk Laura Drew. The clerk has emailed Laura requesting copy submissions and (ACTION) ND agreed to follow this up.*** | | | | | |
|  |  | | | a. | The clerk provided a draft budget for discussion. | |
|  |  | | | b. | GG asked for volunteers to mow Bowens field on a regular weekly basis for between 7-9 months of the year. RP has approached the Lengsthman who agreed to undertake the contract as a paid contractor at a rate of £15 per hour. GG informed the GWHHPC that James Goodman has offered to mow Bowens field and to also strim around the exercise equipment at a rate of £10 per hour. GG said it takes approximately 2 hours to complete this work each week. It was agreed that the job of mowing Bowens field would be offered to James Goodman.  Also, considering the costs involved in providing a new footpath it was agreed that the precept should be raised to £9,000 this next financial year. The precept has hardly been increased in recent years however, the size of the village has with many more new homes being built and occupied. This also takes the increase in numbers of parishioners into account. ***(ACTION)*** the clerk will request a precept in the sum of £9,000 for the new financial year. | |
|  |  | | | c. | ***(ACTION)*** the clerk will investigate the necessary requirements which will need to be put in place for a future application for Section 106 monies for the possible extension to the Village Hall by 20ft out from the front of the Hall as suggested by FC. | |
|  |  | | | d. | Invoices were approved in advance of tonight’s meeting and their payment by BACS confirmed by the clerk.  ***GG handed the clerk a cheque in the sum of £200 to be paid into the account of GWHHPC for notelets.*** | |
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| **10.** | **Correspondence for Information:** This was circulated before the meeting. | | | | | |
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| **11.** | **Urgent Decisions since the last meeting:** none. | | | | | |
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| **12.** | **Councillors’ reports and items for future agenda:** | | | | | |
|  |  | | | a. | BD would like to have the 30mph limit extended to near the sewage station. ***(ACTION)*** The clerk will write to KP regarding this request. | |
|  |  | | | b. | An update of the new bus shelter and the possible sale of the existing one to Abberley Parish Council. | |
|  |  | | | c. | To monitor the recycling bins in the Village Hall car park which are being filled with commercial/non-domestic waste. ***(ACTION)*** CS will monitor this situation and report back.  ***(ACTION)*** the clerk will provide a laminated notice saying that these bins are for domestic use only. | |
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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 Wednesday 8th March 2017. | | | | | |
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| **14.** | **It was resolved to exclude the public and press in the public interest for consideration of the following items: None** | | | | | |
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| The meeting closed at 9pm | | | | | | |
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