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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 14th September 2023 at the Village Hall. |
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| **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 July 2023.docx](../MINUTES/Minutes%20July%202023.docx) |
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| **5.****6.** |

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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) – To discuss Precept. |
|  |  | b. | Village Hall Management Committee and Maintenance of Bowens Field (Cllr B Dallow, Cllr P Trow & Cllr A Goodman) |
|  |  | c. | Lengthsman and Footpaths (Cllr C Jones & Cllr F Chapman) |
|  |  | d. | Neighbourhood Plan Working Party (Cllr F Chapman & 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/23/01228/AGR – Mr A Pain, Proposed ditch for agricultural drainage purposes. |
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| **9.** | **Finance:** |
|  |  | a. | Paid invoices and remittances received – circulated before this meeting for approval. |
|  |  | b. | Bank reconciliation. |
|  |  | c. | Budget comparison. |
|  |  | d. | Payment Schedule.

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| July 2023 | C Bunn | Lengthsman's June invoice | 327.82 |
|  | J Evans | Printer ink | 58.93 |
|  | Cost Cutters UK | 2 x benches | 806.66 |
|  | J Evans | Clerk's July invoice | 487.79 |
|  | Noticeboards online | The Queen's Canopy plaque | 390.00 |
|  | B Dallow | Gate material | 107.78 |
|  | WCC | Lengthsman's May invoice |  |
|  | Zurich | Insurance renewal | 501.55 |
|  | HSBC | Bank charges | 8.00 |
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| Aug 2023 | WCC | Lengthsman's June invoice  |  |
|  | C Bunn | Lengthsman's July invoice  | 308.39 |
|  | J Evans | EE top up | 20.00 |
|  | HSBC | Bank charges | 8.00 |
|  | J Evans | Clerk's August invoice | 512.25 |

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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. |
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| **13.** | **Date of next meeting:** To confirm the date of the next meeting, which is scheduled for Thursday 09th November 2023, 7.30pm. |
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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 …………06/09/2023…………….. |
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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 6th July 2023** |
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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), C Jones (CJ), B Dallow (BD), D Trow (DT) and C Hamer (CH), Andrew Goodman (AG) and Darren Danks (DD). D Cllr Pam Cumming (PamC) |

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| **1.** | **Apologies:** C.Cllr D Chambers (DC) and D.Cllr P Cumming (PC). |
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| **2.** | **Declarations of Interest:** CD for Structons Heath planning application. |
| **3.** | **To consider any Application for a dispensation:** None.**DARREN DANKS WAS CO-OPTED UNANIMOUSLY AS A MEMBER OF THE GWHHPC.** |
| **4.** | **Minutes:** The Minutes of meeting held on 11.05.23 were approved and signed. |
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| **5.** | **District and County Councillors’ Reports:** Reports are attached to the end of the Minutes. |
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| **6.** | **Progress reports:** 1. The mowing quote was accepted, and contact will be made with the contractors. It was agreed to order 2 benches for The Glebe.
2. Ruth Goodman reported that at the AGM the Quartergreen was incorporated into the Village Hall Committee. The Quartergreen has funds of £10,000. The LED lights need to be replaced and a quote for £6,000 has come in, which can be covered by the Quartergreen funds. Discussions are taking place as to whether £1 tokens will be required to help towards increasing energy costs. Thanks was given to BD who has repaired the broken door on the mower shed. It is now being considered how best to use this building going forward. The village hall is going to be redecorated. BD reported that he will replacing the gate next week, but the fence is the responsibility of Severn Trent as it was their tanker which got bogged down. As we grant them a licence to us this area they will be contacted by the Clerk ***(ACTION)*** to make the necessary arrangements to replace the broken fence. BD said that the village hall has 3 potholes which need repairing. ***(ACTION)*** Clerk will contact local contractors to quote for repairs. AG pointed out that the access to the surgery needs maintenance. As this is the responsibility of the surgery ***(ACTION)*** Clerk will contact them to ask for the necessary maintenance to be done.
3. CJ reported that the Lengthsman is busy and continues to do a good job.
4. FC reported that we are no further forward with the NP. No date has been given for the funding and we are waiting for this to be re-opened. He is worried that Gove MP is waiting to see what happens with the changes to Planning by the Government. It was suggested that Harriet Baldwin is contacted to see if she can prompt the Minister to release the funds and until this happens, we are in limbo. We have done the research but need the funding to draft our plan.
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| **7.** | **CALC:** All updates and training events were circulated prior to this meeting. |
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| **8.** | **Planning:** Although no applications were received when the agenda was being prepared it was felt important to discuss an application received before the meeting. This was for a re-applied application for a track at Structons Heath. Following comments received from residents that would be affected by this application it was decided to object once again as the application has been previously refused and the subsequent appeal failed. CD left the room as she had declared an interest at the start of the meeting, and the majority decision to object was done with a show of hands. |
| **9.** | **Finance:** All finance was circulated prior to the meeting and DT did a spot check on the cash book and receipts against bank statements and found all was correct. |
| **10.** | **Correspondence for Information:** |
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| **11.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting:** |
| **12.** | **Councillors’ reports and items for future agenda:** * It was reported that the overgrown hedge at Brook House, Martley Road is causing tractors and lorries to travel on the wrong side of the road to avoid it. As we have an ongoing issue with the owners of the hedge not maintaining the hedge sufficiently it was decided to report to WCC.
* ***(ACTION)*** The clerk was asked to write to the legal department of the MHDC Planning to report the missing heritage milestone at the Hundred House and the rubbish and vermin problem at 5 Stourport Road.
* BD reported that there has been an increase in discarded litter and in antisocial behaviour in the village causing damage to property. This has been reported to West Mercia Police and the SNT.
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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 14th September 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 9.30 pm |
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| **Notes of Public Question Time**  |
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| Members of the public were in attendance and raised the following concerns during Public Question Time: |
|  |  | 1. | Regarding the application for 9 houses in the village. No decision has yet been received and as the parish council has already commented on this application the member was recommended that they make their own personal comment. |