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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 11th January 2024 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: Bill Dallow |
| **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 231109.docx](../MINUTES/Minutes%20231109.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) Pizza Van request approved and asked not to attend on a Thursday evening and Clerk (Jo Evans) – NALC pay award confirmed |
|  |  | 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)  |
|  |  | e. | BD would like to discuss applying for a grant from the War Memorial Trust to restore the memorial |
|  |  f. PT discuss ordering a new notice board for The Glebe in green  (approximately £620) |
| **7.** | **CALC:** to consider attendance by clerk and councillors at forthcoming training events outlined in the CALC Updates.‘Ensure you take Reasonable Steps to defend your Council against claims for Discrimination with your Policies and Procedures’ – to be discussed and adopted. |
| **8.** | **Planning:** |
|  |  | a. | No applications to consider. |
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| **9.** | **Finance:** |
|  |  | a. | Paid invoices and remittances received – circulated before this meeting for approval. |
|  |  | b. | Bank reconciliation. |
|  |  | c. | Budget comparison and Precept. |
|  |  | d. | Payment Schedule.

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| 01/11 | C Bunn | Lengthsman’s Oct invoice | £325.72 |
| 08/11 | J Evans | Postage & Printer Ink | £43.48 |
| 22/11 | D Nicholson | NP Consulting invoice | £1787.30 |
| 22/11 | J Evans | Clerk’s November invoice | £637.70 |
| 06/12 | C Bunn | Lengthsman’s Nov invoice | £309.31 |
| 06/12 | Til Mow ‘N’ Go | Mowing Bowen’s Field | £415.00 |
| 04/12 | ICO | Information Commissioner’s Office Renewal | £35.00 |
| 20/12 | J Evans | Clerk’s December invoice | £414.60 |

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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 14th March 2024, 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 …………03/01/2024…………….. |
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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 9th November 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), C Hamer (CH), Andrew Goodman (AG), and D.Cllr P Cumming (PC). |

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| **1.** | **Apologies:** Darren Danks (DD) and C.Cllr D Chambers (DC)  |
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| **2.** | **Declarations of Interest:** None. |
| **3.** | **To consider any Application for a dispensation:** None. |
| **4.** | **Minutes:** DT and CH approved and the 14/09/23 minutes were signed. |
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| **5.** | **District and County Councillors’ Reports:** **District:** Nothing to report as there have been very few meetings.**County Councillor:** Report attached to the end of these minutes. |
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| **6.** | **Progress reports:** 1. PT reported that she had attended CALCs Councillor Training. One point to note is that councillors are reminded that we cannot have Any Other Business during the meeting or discuss anything that has not been included on the published Agenda. Any items councillors wish to discuss can be noted under section 12 and included on the next meeting’s Agenda. PT and CD then gave their annual appraisal for the Clerk and were content with her work. JE asked for confirmation that the up to date SNT contract could be signed stating that traffic concerns were still our number 1 priority.
2. It was brought to the PC’s attention that the white painted lines and potholes in the Village Hall car park are going to need some maintenance. Account reserves are held to cover these future costs. It was also reported that the narrow pavement is still causing concern from the Village Hall to the switch back along the A443. FC confirmed that a passing vehicle’s wing mirror has hit a resident using the pavement. PT queried whether railings could be used along the pavement to protect pedestrians. ***ACTION***: Clerk to contact DC to see what solutions may be made for this reoccurring concern. The Village Hall will hold its annual Festive Carols on Friday 22nd December. AG said a visiting pizza van would like to use the Village Hall car park. PT said it was a good idea and CD agreed as long as it did not park at the same time as the fish and chip van. BD asked whether it would be possible to apply for a Tree Preservation Order on a historic clump of Douglas Fir trees visible in the village. ***ACTION***: Clerk to contact Tree Office at MHDC. BD also asked if the corner meadow could be recorded as a designated green space. FC said that as it is a dark part of the village with a historic footpath he will check with David Nicolson, NPWP consultant. BD discussed whether we could carry out a sewage survey as the current system cannot cope with the number of houses/users in the village without any possible further developments being granted permission. FC has written to Severn Trent pointing out the problems and this letter has been acknowledged. A copy of this letter is attached to the end of these minutes. FC said that Severn Trent will do a report for the Bloors application to see if the current system would cope with further development. Until this report is published it was decided to put any survey request on hold. If Severn Trent cannot rework the current system, then this will put Bloors application in a weak position. BD said that the main boar opposite Mill Cottage doesn’t cope as it stands on the Stourport Road. FC highlighted that any rework or a new pumping station would need access over land which the parish council own. ***ACTION***: Clerk to write to Severn Trent requesting a map of the sewage system for the parish.
3. CJ reported that the Lengthsman continues to do a good job and Chris Bunn hopes that the parish council is happy with his work, and this was confirmed. It was noted that recently two speed cameras were present locally and this did have a calming effect on the traffic travelling along the A443.
4. FC report that David Nicolson has almost completed the draft Neighbour Hood Plan which will then come to the parish council for approval.
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| **7.** | **CALC:** |
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| **8.** | **Planning:** 1. It was agreed that FC and CH responses will be combined and sent in as our response from the whole parish council.
2. PC said that as it still showed a response deadline as 3/11/23 on the online application he would highlight any responses that come in over the next few weeks as the response date error has been noted and a further few weeks extension has been granted for comments to be received.
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| **9.** | **Finance:** 1. Invoices and Remittances approved prior to meeting.
2. Bank reconciliation circulated prior to meeting.
3. Budget comparison circulated prior to meeting and DT will review Budget for next year and feed an Action Plan into it. It was agreed that a sinking fund of £11,000 will be reserved for resurfacing the car park. The School and Doctors surgery will be contacted to see if they, as heavy users, will contribute to the costs.
4. Payment Schedule was published on the agenda and is at the end of these minutes.
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| **10.** | **Correspondence for Information:** Circulated prior to meeting. |
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| **11.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting:** None. |
| **12.** | **Councillors’ reports and items for future agenda:**1. Final Budget review will be finalised at the next meeting.
2. It was agreed that the Precept would be decided at the next meeting ready for when it is requested in January.

CJ asked that the water running across the Martley Road at Lower Crest could be reported as this will become a dangerous hazard during icy conditions. |
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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 11th January 2024. |
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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 9.30pm |
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| Signed …………………………………….. Date …………………………………….. |
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|  | Chairman |

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| **Notes of Public Question Time**  |
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| 4 Members of the public were in attendance, and nothing was raised.  |

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**County Councillor’s Updated Report to Town & Parish Councils November 2023**

1. Following recent reports of identifying RAAF concrete in buildings, the County Council has conducted and continues to conduct further investigations and studies. As Chairman of the Children & Families Overview and Scrutiny Committee I called for a report on RAAF in Worcestershire schools. I can report that no RAAF has been identified in any of the schools operated by the local authority including Community, Voluntary Controlled and Foundation schools. Academies, Voluntary Aided and Independent schools are reporting directly to the Department for Education (DfE) and the DfE is not sharing this information with the Council.

County Hall has a number of RAAF related issues and as a result parts of the building are not open to staff or visitors. This has not affected any of the services provided by the County Council.

1. As previously reported, I have expressed concern regarding vaping by children aged 11 to 18 years. It has now been agreed that the Children & Families Overview and Scrutiny Committee will be the lead Scrutiny Panel. Vaping is a good thing if used by adults who are trying to give up smoking, it is not however, something we should be encouraging for general use by adults let alone children.

Sadly, many people do not realise that vapes contain nicotine and in some cases more nicotine than in cigarettes. They are also available in a variety of coloured tanks and fun flavourings, which are particularly attractive to young children. I have received reports that many of these products are being supplied to children in school by other school children. To date, over 12,000 non compliant vapes have been removed from the market place in Worcestershire, by Trading Standards.

The Panel will seek evidence from officers within Education, Public Health and Trading Standards, in order to make recommendations going forward

1. I have made a formal request to Worcestershire County Council to procure the building of a new pedestrian bridge over the river Teme at Tenbury. The current bridge is no longer fit for purpose due the continued risk to pedestrians safety, from vehicles mounting the footpath on both sides, whilst being used by pedestrians.

I am suggesting that the new pedestrian bridge be build alongside or near to the existing bridge.

The boundary between Worcestershire and Shropshire is along the centre of the river Teme and as such I am suggesting that funding is provided by both Worcestershire County Council and Shropshire Council, with additional funds if necessary, coming from central government.

David Chambers

County Councillor, Tenbury Division

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**Great Witley and Hillhampton Parish Council**

**Clerk to the Council: J Evans, Rochford Court, Rochford, Tenbury Wells, Worcs, WR15 8SL Tel: 07498 778023**

**greatwitleyparish@gmail.com**

8th November 2023

Dear Liv Garfield,

 I have no doubt that you are aware of ongoing problems with the sewerage system operated by your company in Great Witley, Worcestershire. Part of that system uses a gravity pipe which collects sewerage from an area of the village known as “The Glebe” and carries it to a pumping station situated between Bowen’s Field and Allonby House. When working properly the sewerage should be pumped up to Stourport Road and then flows by gravity to the treatment plant on the east side of the village.

 Unfortunately, the pumping system referred to frequently breaks down or fails to deal with the volume of material it receives. When that occurs, an overspill arises pouring raw sewerage into the adjacent water courses. The polluted water then runs into lakes at Allonby House; then Redmarley House and onwards through more lakes to reach Dick Brook and the River Severn at Astley.

 Such incidents were reported on the 11/07/2022 and the 20/10/2023. However, these are not the only overspills, merely the worst of the more recent events. Your staff have attempted to minimise the problem from your company’s point of view by cutting holes in the lower door of the pumping house enabling any overspill to leak out steadily into the watercourses. This may diminish the number of sudden and drastic overspills but creates a near constant dribble of polluted water. The fact that your staff have had to do this to manage the problem you have clearly confirms a regular pattern of overspills.

 On behalf of all residents the Parish Council now ask what you intend to do to remedy this unlawful situation and when such work will take place.

 The Parish Council also ask under FOI the following questions: -

1. What volume capacity the Pumping station is designed to manage.
2. How many houses discharge their sewage into ither pipe which leads to the Pumping Station.
3. What plans you have (if any) to increase the capacity of the pumping station and when it is proposed such works will be undertaken.
4. What volume capacity the treatment plant was designed to manage.
5. How many houses discharge their sewerage into pipes which lead to the treatment plant.
6. What plans you have (if any) to increase that capacity and when such works will be undertaken.
7. Why are lorry tankers sent to the pumping station.
8. Is there are record of when such visits have occurred and if so, provide a record of such visits over the last 10 years.
9. Please provide records of all pollution incidents at the pumping station over the last 10 years.
10. Please provide the record of reports about the pumping station to your incident line over the last 10 years
11. We understand a flood alarm has been in place since 2022. How many times and when has the alarm been triggered.

You may also be aware that Bloor Homes have made a planning application to build a further 90 houses adjacent to the Glebe with a view to using the pipe and pumping station to remove the sewerage from those houses. They claim that you have indicated that your existing system is appropriate but that you needed to carry out further modelling to confirm you have sufficient capacity.

 The Parish Council asks that you disclose that further modelling and any conclusions you have reached. We believe that it is your legal and moral responsibility to prevent the polluted discharges and most certainly not to exacerbate the existing problem you have yet to solve. The application can be found on the Malvern Hills Planning website under M/23/01309/OUT.

Yours sincerely.

His Honour Frank Chapman

Chairman of the Neighbourhood Plan Steering Group

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