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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 12th July 2017** |
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| **Present: Chairman Cllr Frank Chapman (FC), Cllrs Charles Shaw (CS), Roger Perkins (RP), Clare Dermietzel (CD), Nigel Drew (ND), Chris Jones (CJ), Bill Dallow (BD), Adrian Symonds (AS), District Cllr P Cumming (PC)** |
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| **In Attendance:** Clerk, J Evans |

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| **1.** | **Apologies:** Cllr Geoff Goodman (GG) and County Cllr Ken 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. There were no members of the public present. FC welcomed CJ who has taken up the position of Councillor on the Parish Council after retiring as the Parish Lengthsman earlier this year.  |
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| **3.** | **Application for a dispensation:** none. |
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| **4.** | **Minutes:** the minutes of the annual parish meeting held on Thursday 11th May 2017 and Wednesday 17th May 2017 were approved. At this point in the meeting CS conveyed his disappointment that the Primary School did not attend or send a report in their absence to the Annual Parish Meeting. ND seconded this disappointment. ***ACTION*** It was agreed that the Clerk would telephone the Primary School in March, 2018, to request a report for the Annual Parish Meeting so the residents could be brought up-to-date with the School’s year of events. |
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| **5.** | **Progress reports:** |
|  |  | a. | **Clerk:** * A telephone call was received from Jon Fraser of the Highways Department, who confirmed a meeting had been held between WCC and CSM in relation to the VeloBirmingham event. The proposed road closures had been reduced in Worcestershire and redirected into Staffordshire. Herefordshire County Council has rejected the proposed event taking place in their county. The timings for road closures have also been reduced and once some legalities have been approved WCC will communicate the final decision as to whether the event will go ahead or not. JF offered to attend a Parish Council meeting but FC agreed that a visit was not necessary at this time and we would wait for WCC’s confirmation of the decision outcome.
* The internal audit has been carried out and the Annual Return has been sent to Grant Thornton. They have confirmed receipt of the Return and will send their report by 17th July 2017.
* After 18 months of communicating our concerns over excessive traffic speeds through the village, Bob Haynes, Traffic Management Advisor to the Chief Constable, reported that the Safer Roads Partnership has re-introduced 2 mobile speed cameras and these will be deployed on the A451 Stourport Road and A443.
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|  |  | b. | **Village Hall and Quartergreen:** CS reported that the damaged tree in the Village Hall car park no longer posed a concern and that CS and RP have agreed to volunteer to collect and dispose of dog waste around the Quartergreen, and the Parish Council thanked them for their support in this matter.**Village Hall:*** A BBQ will be held on 06/08/17 at 6pm as an occasion where the Parish Council, Village Hall Committee and Quartergreen Committee can meet and socialise. Invitations will follow.
* Since Doreen and Keith Bass stepped down there have been a few admin struggles. Bookings can now be made through Linda Wells on 01299 890003 or by email at lindacumming1949@yahoo.co.uk.
* The committee are installing fixed audio/visual equipment which will make film nights easier to set up and organise.
* Plans are being made to upgrade the bar area.
* The Village Hall accounts are looking healthy.

**and Quartergreen:*** As above, a BBQ will be held on 06/08/17.
* The recent Summer Fare was not as successful as hoped. The weather forecast was poor and this may have put people off attending.
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|  |  | c. | **Lengthsman:*** RP confirmed that our new Lengthsman, Andy Johnson, has started in his role and will review his position in 12 months’ time to see if it fits in with his other job as chimney sweep. CJ has shown Andy Johnson what duties are to be carried out by the Lengthsman. It was reported at the meeting to RP that outstanding jobs include preserving the wooden bus shelter and the Glebe notice board. The ivy-covered trees which stand in boggy ground in Bowens Field require a risk assessment. ***ACTION*** CS said that the Quarterman family may be happy to carry out this assessment and he would ask Mr Quarterman. **The trees which stand in boggy ground in Bowens Field require ivy to be cut back around the trunks to prevent weight gain to the canopy causing stability issues and it was suggested that perhaps the Lengthsman could do this. CS stated that he has assessed these trees recently and that if this is done there are no other immediate risks apparent.** FC queried where a map of the boundaries could be found and who’s responsibility it is to maintain these trees. CJ handed a list of Lengthsman outstanding jobs to the Clerk.

**and Footpaths:*** CS outlined the proposed extension to the footpath and reported that the quotation of £2,000 from Adam Drew had been accepted. The Quarterman family have kindly agreed access for the planned works. A quotation for a wooden handrail in the sum of £443.17 has also been accepted bringing a total proposed sum for the completed work to be in the region of £2443.17. The s.106 monies of the Footpath Funding Agreement will cover the first £2,300 leaving the committee to cover the outstanding sum of approximately £143. BD raised the point that the fence at the back of the Primary School running alongside the footpath is not sufficient to keep anyone from leaving or entering the School as the fence can be walked over. It is in complete contrast to the high newly erected fence at the front of the school. CD queried who the fence belonged to? ***ACTION*** the Clerk will write a letter to the Primary School pointing out that the footpath will be open to the public and that they may want to improve the security that the existing fence offers.
* FC queried the distance from the perimeter of Glendower Way to The Glebe. It was guessed at approximately 100 yards. FC suggested that a walk way through here to access the leisure facilities may prove useful for children and families. RP confirmed that there was no route through due to the layout of the existing houses here. FC will familiarise himself with the layout of the area. CS said that The Glebe did not want a cut-through from Fountain Court to The Glebe and therefore thought it unlikely that the residents would want one from The Glebe through to Glendower Way.
* RP reported that the Parish Warden, Steve Holmes, has now retired and the vacancy would be advertised. BD suggested Ray Rawlings may like to be asked to fill the post and ND seconded the suggestion. ***ACTION*** CJ will ask Ray Rawlings if he would consider taking on the role of Parish Warden. RP will ask Steve Holmes details relating to insurance liability. ***ACTION*** The Clerk will check with CALC if there are any training programmes which could be organised once the post has been filled. It was noted that no power tools would be used. CS said that the work used to be carried out by Council contractors but that probably due to budget cutbacks they no longer carry out the duty of keeping the public footpaths clear. FC asked if there were current maps which showed the parish’s public footpaths. CS recommended using Pathfinder maps.
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|  |  | d. | **Neighbourhood Plan Working Party:** FC has got in touch with the Chair of Abberley Parish Council to discuss their Working Party Plan. As the two parishes share the Abberley Hill it was recommended that the two Parish Councils should work together. FC will meet with the Abberley Parish Council Chair and the Abberley Hill Preservation Society Chair, Marion Evans. |
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| **6.** | **CALC:** ***ACTION*** The Clerk will contact CALC regarding the Planning Training Programme as outlined in the CALC Updates 22. |
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| **7.** | **District and County Councillors’ Reports:** |
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|  |  | a. | PC arrived part way through the meeting and delivered his report. There is work underway, by providing additional resources, to bring down the time taken to validate planning applications. The new computer system specifically designates councillors as consultees and PC is engaged in persuading the planning department to provide a direct link so that his comments are linked to this and are shown in the right place rather than shown as a neighbour response. Many appeals are going through and MHDC are winning them. ND thanked PC for all his efforts and for confirming that the processing of applications will improve as at present they are taking around one month to be processed. FC reported that in relation to the oral appeal on 26/07/17 of planning application number 15/01173/OUT, which the Parish Council sent in their comments both initially in 2015 and more recently, that he will attend the oral hearing. PC agreed that his attendance is advisable and outlined that the inspectorate will consider all views before making the final decision. FC will be able to counter comment. |
|  |  | b. | KP sent in his report in his absence of which a copy is attached to these Minutes. |
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| **8.** | **Planning:** |
|  |  | a. | 17/00093/FUL : proposed development of 175 houses – refused. FC said that the Council’s decision to refuse this application was based on upholding the SWDP.  |
|  |  | b. | 17/00149/LB : new window insertion and removal of existing door and side lights at Blackmore Court, Martley Road has been approved. |
|  |  | c. | 15/01173/OUT : proposed development of 12 affordable dwellings at land off Stourport Road will go to Appeal on 26/07/17. FC to attend hearing. This is outside the Village Plan and SWDP. It is in open countryside. Proof is required that this number of affordable dwellings is needed in the village. Stonewater Housing Association struggled to fill houses in Glendower Way with tenants who had a connection to the village. |
|  |  | d. | 15/01760/FUL : erection of grain store at Witley Park Farm, Worcester Road, notification of planning appeal. The Parish Council originally approved this development but it was refused by MHDC. We do not need to add to our original submissions.  |
|  |  | e. | 17/00914/AGR : agricultural building grain and potato store at Witley Park Farm, Worcester Road, no prior approval required for such an agricultural development provided the development is carried out in accordance with the details submitted with the notification application. |
|  |  | f. | 17/00521/FUL : change of use of two existing bedsit and school staff houses to be incorporated to create single dwelling house at 2 Stanford Road, Great Witley has been approved.It was suggested that the M5 corridor near the new rail station at Worcester Parkway is where new development may take place. It is more sensible to provide affordable homes near to where employment is rather in rural villages where there are little or no job prospects. |
|  |  | g. | 17/00920/FUL : erection of single storey residents’ gym with cycle store and bin store at Hundred House Hotel will be reviewed and comments will be emailed to the Clerk. |
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| **9.** | **Finance: *ACTION*** The Finance Committee to complete and return an updated Bank Mandate to HSBC for newly appointed signatories from the Annual Meeting of the Parish Council. |
|  |  | a. | Bank Reconciliation and Budget Comparison was circulated before the meeting and made available for inspection. |
|  |  | b. | Invoices paid and outstanding were approved and a cheque for £467.41 was signed in settlement of an outstanding invoice to Zurich Insurance. |
|  |  | c. | Internal Audit report was made available for inspection. |
|  |  | d. | It was reported that Grant Thornton had received the Annual Return and would send their comments by 17/07/17. |
|  |  | e. | The Funding Agreement from s106 monies for the footpath extension was approved and signed as required. |
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| **10.** | **Correspondence for Information:** * Seafarers – It was decided to not participate on this occasion so as to not favour any one organisation.
* Mr & Mrs Powell – ***ACTION*** Clerk to acknowledge the letter sent for information regarding the re-instatement of mobile police cameras in the village. Emails were also received from two residents of Glendower Way who have concerns about speeding traffic in the cul-de-sac. ***ACTION*** Clerk will contact relevant bodies to discover who is responsible for the road and what traffic calming measures may be considered. It was recommended that a cul-de-sac sign may be erected and speed bumps used after consultation with the residents of Glendower Way.
* RP to ask the Lengthsman, Andy Johnson to strim the grass around the grit bins including bin number 345.
* VeloBirmingham: CJ heard a report on the radio. Holt also have concerns regarding this event. It seems that the general conscious is that no-one locally is happy for this event to take place. PC reported that Jon Fraser attended a meeting of Little Witley Parish Council. He confirmed that the timescale has been reduced and WCC are to publish road closure orders soon when a decision as to whether the event will go ahead or not. This event is planned to continue annually over the next 4 years if it is not rejected now. CSM and Jon Fraser will look at concerns/complaints received. No leaflets have been delivered yet detailing the email address which such concerns/complaints are to be made through. AS finally received a reply to his third email sent since March after he copied in KP and Jon Fraser. He was assured that a motorcycle would escort his wife from the closed road to her place of work. CJ said that some residents are still unware of this planned event. PC recommended that individuals make their concerns/complaints know to CSM rather than sending in a petition. BD reiterated that 15,000 cyclists of all abilities through the proposed timeslot is unrealistic. ND said that he has known 50-60 agricultural vehicles to use the road on a Sunday and that WCC should be taken to task over initially agreeing to this event. ***ACTION*** FC will draft a letter on behalf of the Parish Council asking for support of local Parish Councils such as Holt, Little Witley, Ombersley and Dunley. The Clerk suggested a leaflet drop through the village asking individuals to contact CSM with the concern/complaints. CJ volunteered to deliver the leaflets. ND queried that if WCC had concerns over this event, why did they agree to it. CJ and FC agreed with ND. It was suggested that WCC are compromising as a result to their initial support of the proposed event before all the facts were known.
* Rail investment strategy: this was welcomed. ***ACTION*** FC suggested a second bridge through Stourport might be a worthy consideration and he would draft a letter to WCC with this suggestion.
* Tenbury Transport Trust (TTT): FC queried that if they plan to travel through the village does that mean they would make a stop here? RP said we might have to register our needs with them for the transport to make a stop in the village. BD pointed out the very good service we have from Yarrantons and that we would not want to lose this. FC read out the survey which TTT have circulated. A similar facility, Wheels of St Mary’s does already offer much of which TTT offer. FC pointed out that Great Witley is very well provided for already. ***ACTION*** It was agreed that the Clerk would write to TTT outlining the facilities our village currently has but that we are happy to publish their survey on the websites and in the Parish Magazine.
* Lindridge Parish Council: FC suggested that Lindridge Parish Council might consider writing to the Police Commissioner and we are happy to offer our support.
* BD suggested that the Parish Council might like to consider obtaining a grant which may facilitate us in offering to buy a meadow in the village currently owned by the Pain family. He thought we could plant a woodland which could be accessible for the elderly who are not able to enjoy the woodland on the surrounding hills, a village cricket pitch, grass tennis court, extension to the doctors’ surgery or with permission an extension to the churchyard which is filling up. It was thought the area amounted to approximately 10 acres and that the owners could be approached once the groundwork into obtaining a grant has been done. ND was of the firm opinion that the owners would not be willing to sell this piece of land. BD was hopeful that it would offer the villagers more facilities and protect an open space. FC thought that the chances of being able to purchase this land would be very slim. CD was also of the opinion that the current owners would not agree to sell. ND said that he believed that the Pain family felt that in the future planning permission for further housing development would be granted and therefore they would hold on to the land. FC believed that it was not in the Pain family’s nature to dispose of land that they had spent a long time purchasing.
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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. | Hundred House update: The building appears to be progressing on schedule. AS pointed out that the Bar area has not been prioritised yet although this is meant to be completed before the dwelling houses are occupied. |
|  |  | b. | BD reported that a less abled resident at Hill House Farm could not use the footpath by Red Marley Cottage due to a fallen tree obscuring the footpath. ***ACTION*** Clerk to report fallen tree to WCC and also the pot holes at Structions Heath which is off the Worcester Road at Hillhampton. |
|  |  | c. | RP thanked KP for his work in ensuring the clearing out of the sidings has been done and that a very good job was made. |
|  |  | d. | CD reported that following a road traffic accident in May 2017 the ‘road closed’ sign and bollard were still in situ face down and required removal. ***ACTION*** Clerk to contact WCC to ask if Ringway who supply the signs can now remove them. Also, there are sign poles missing. There are three poles with no signs by the Lodge on the A443 and one pole with no sign where the road splits to Stourport. ***ACTION*** Clerk to report this issue with the Highways Department at WCC. |
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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 13th September 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: N/A** |  |
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| The meeting closed at 22:15 |  |  |
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