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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 15th March 2017** |
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| **Present: Acting Chairman Cllr G Goodman (GG), Cllrs R Perkins (RP), C Dermietzel (CD), N Drew (ND), A Symonds (AS), F Chapman (FC) B Dallow (BD), County Cllr K Pollock (KP) and District Cllr P Cumming (PC)** |
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| **In Attendance:** Clerk, |

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| **1.** | **Apologies:** Cllr C Shaw (CS) | | | | | |
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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 at 7.35pm 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 Wednesday 11th January 2017 were approved. | | | | | |
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| **5.** | **Progress reports:** | | | | | |
|  |  | | | a. | **Clerk:**  The casual vacancy notice has now expired. GG pointed out that we are now able to co-opt. FC suggested that as Chris Jones was retiring as Lengthsman he may be interested in joining the Parish Council. ND asked which Councillor was responsible for Hillhampton? AS represents Hillhampton. | |
|  |  | | | b. | **Village Hall and Quartergreen:**  In CS absence, he sent a folder containing photos of the Bowens Field Community Project which was circulated around the room. | |
|  |  | | | c. | **Lengthsman and Footpaths:**  At the time of the meeting one application for the Lengthsman vacancy had been received. ***ACTION*** RP would arrange a date for interview with CS and ND attending. The Clerk handed RP a new Lengthsman contract. ***ACTION*** RP will ask Chris Jones to complete and return a copy of this year’s Risk Assessment form to the Clerk for the annual audit.  Adam Drew will carry out the work to extend the footpath from Glendower Way to the Quartergreen (not Bowens Field as incorrectly stated in the Agenda). The monies to cover this project are being held in the Section 106 Fund and are awaiting sign off by MHDC. | |
|  |  | | | d. | **Neighbourhood Plan Working Party:**  FC said the draft NPWPP had been updated and PC recommended it should be sent informally to the planning department at MHDC for comment. It was reported that David Clarke is in possession of it and will comment shortly. ND asked if the draft plan would be discussed again once it has been received back from MHDC. FC agreed that it could. | |
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| **6.** | **CALC:** none. | | | | | |
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| **7.** | **District and County Councillors’ Reports:** | | | | | |
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|  |  | | | a. | Please see the attached report from KP. | |
|  |  | | | b. | PC reported that the refuse contact which was put out to tender came back as more expensive to contract out. As MHDC needs to make financial savings it has been decided to manage refuse in-house. From April 2018, wheelie bins will be provided to residents and collections will be fortnightly. i.e.: household waste one week followed by recycling the following week and so on.  £250,000 savings need to be made by MHDC. By keeping the refuse collections in-house no redundancies will be necessary. Contracts are at present handled by agencies. In future council employees will carry out this service. Refuse will be sent to Hartlebury incinerator therefore savings vehicle costs.  Moving into the new Council House premises has been delayed until May as asbestos was discovered to be present and had to be dealt with by specialist contractors. By moving into one building, savings will be made. | |
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| **8.** | **Planning:** | | | | | |
|  |  | | | a. | 17/00149/LB : No objections. | |
|  |  | | | b. | 17/00160/CLE : No objections. | |
|  |  | | | c. | 15A The Glebe, WR6 6JR : For information only. A single-story extension to be built to the side of property covered under the permitted development rules. No planning permission required. | |
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| **9.** | **Finance:** | | | | | |
|  |  | | | a. | Councillors agreed invoices circulated could be paid.   * J Evans £310.65 * G Goodman £55.97 * Lengthsman £216.00 | |
|  |  | | | b. | Councillors were informed of VAT claim received from HMRC in the sum of £222.02. | |
|  |  | | | c. | Diane Malley was approved to carry out the internal audit. | |
| **10.** | **Correspondence for Information:** Correspondence as detailed on the Agenda was discussed. Comments were made relating to the Velo Birmingham cycling event to be held on 24th September 2017.   * Roads will be closed on 24/09/17. The road from Stourport to Stanford between the hours of 0600-1330 and from Martley to Ombersley between the hours 0730-1630. * Possible problems were highlighted. On this weekend the Three Counties Autumn Show is being held and FC informed the meeting that Upper Sapey Golf Club are hosting a very well attended Golf Open on this date. Around 400-500 people travel from all over the country to attend this event which is organised years in advance and brings in considerable remuneration for the Club. * AS has complained to the organisers regarding the lack of communication and consultation over this event with local parishes and services affected. The police are also contacting the organisers regarding concerns over safety and accessibility for the emergency services. KP said from the WCC point of view this event will go ahead. WCC is already supporting a cycling event in Redditch on 9th May 2017 which is a closed circuit. It would be difficult for WCC to therefore, not show support for the Velo Birmingham event. There are three major events during September; the tour of Britain, the half marathon and Velo Birmingham. WCC wants to be seen to be promoting activity events. However, lessons must be learned from this regarding a better consultation period and communication avenues. * Velo Birmingham seem to be under the impression that all parishes have been informed. However, this is not the case in Great Witley and Hillhampton. KP said that WCC are willing to look at ways to mitigate but the broader terms are yet unknown. * Parishioners should be asked how such an event would affect them. Stewards will be available on the day. * AS accepted that this event is likely to go ahead this year but if it is scheduled for subsequent years then a better consultation period needs to exist. * KP suggested that if there is a next time then perhaps the route could be moved so as not to affect the same areas each year. KP also mentioned that pop-up teas rooms could take advantage of this public spectators’ event. * PC reported that Little Witley were also in the dark over the arrangements of this event. * ***ACTION*** This event should be republished nearer the time and it will be diarised for 1st September 2017. The Clerk will then publish the event on the websites and GG will include it in his report to the Parish magazine. * ***ACTION*** the Clerk will also write with the Parish Council’s complaint over the lack of consultation and communication to WCC and the organisers of the event.   Regarding the Parish Council’s response to planning application 17/00093/FUL GG said there were no further comments to add and our objection should be lodged with MHDC. | | | | | |
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| **11.** | **Urgent Decisions since the last meeting:** None.  AS offered his thanks to PC and the planning department at MHDC for taking his comments on problems with the new IT system into account and the process of accessing planning through the website is now working much more satisfactory. | | | | | |
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| **12.** | **Councillors’ reports and items for future agenda:** | | | | | |
|  |  | | | a. | The next meeting with be the Annual Parish Meeting and Parish Council Meeting. | |
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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 10th May 2017. | | | | | |
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| The meeting closed at 9.10pm | | | | | | |
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| Signed …………………………………….. Date …………………………………….. | | | | | | |
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|  | | Chairman | | | |

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| **Notes of Public Question Time** | | | |
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| 3 Members of the public were in attendance and raised the following concerns during Public Question Time: | | | |
|  |  | 1. | It was asked if there was a timetable for emptying the brown bottle recycling container. ***ACTION*** the Clerk will find out and report back on the frequency of the recycling containers collection. The fly tipping at the Martley Road was brought to the Parish Councils attention but also that the tyre which had been left there had since been removed. |
|  |  | 2. | There has been an incident at The Glebe where a man in a white van was cold-calling for work. He was employed by a local resident who was then forced to a local cash point machine where a considerable sum was withdrawn. Photographs of the white van had been taken by a parishioner and reported to the Neighbourhood Watch Committee and police. ***ACTION*** GG will include a piece in his report to the Parish Magazine that it is recommended to avoid employing cold-calling workmen. It is suggested that 3 quotes should be obtained from recommendations if possible. Parishioners should “be aware” of rogue traders. FC offered his personal telephone number to be published with the article offering any parishioners advice and support in this matter.  The Public Question Time was closed at 7.45pm |