



Hartlebury Parish Council

Clerk to the Council – L Cleaver
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MINUTES OF THE EXTRAORDINARY MEETING OF HARTLEBURY PARISH COUNCIL HELD ON 23RD SEPTEMBER 2021

PRESENT: - Cllrs T Ingham (Chairman), A Buck, C Atkinson, R Fellows, K Humphreys, J Martins, L Meredith, K Pratt, R Tranter and S Tranter.

ALSO PRESENT: - Clerk, L Cleaver, no members of the public.

136 APOLOGIES

Cllr Newman – Work commitments.

137 DECLARATIONS OF INTERESTS

None

138 ADJOURNMENT OF THE MEETING

The meeting was adjourned to hear questions from members of the public.

139 MINUTES OF MEETING

Proposed by Cllr S Tranter and seconded by Cllr Pratt and unanimously **RESOLVED** that the minutes of the Meeting of the Parish Council held Tuesday 3rd August 2021 be signed as a correct record.

140 CHRISTMAS FESTIVITIES NOVEMBER 27TH (Hartlebury Christmas Fayre)

- a) Scrutinised by all with the following comments: - to contact the NHB team with regards to the spend on the Christmas tree lights, CIL to be discussed at the next finance committee meeting.
- b) It was unanimously **RESOLVED** to agree the recommendation by the Finance Committee 7th September to the supply, fit, remove and store of the white Christmas tree lights from GJH £1656.00 (po46).
- c) Proposed by Cllr S Tranter and seconded by Cllr Pratt and unanimously agreed to **RATIFY** the urgent decision to hire the Village Hall including the kitchen (3.00pm until 7.00PM) for the event £48.00 with a deposit of 25% payable, cheque number 102192 £12.00. (po45).
- d) It was unanimously **RESOLVED** to agree the recommendation by the Finance Committee 7th September that the £500 in the budget under “Advertising Events” be used to cover all necessary expenditure for the November 27th event.
- e) The expenditure list scrutinised by all, amendments made to achieve the £500 spend and unanimously agreed. Cllrs Atkinson & Pratt to reissue the list. (po47)

- f) Unanimously agreed for “Santa” to turn the Christmas tree lights on at the event, and to allow the contacting of local businesses for possible donations and sponsorships.
- g) It was unanimously agreed the profits from the event 27th November be donated to help the PCC. Possible revenue streams circulated by Cllrs Atkinson & Pratt.
- h) Our Insurance Company would waive the additional cost for the addition to the policy of the Christmas tree lights.
- i) Risk assessment for the event reviewed by all with no further changes.

141 URGENT DECISIONS

The Clerk given delegated powers in order to handle matters from Worcester Regulatory Services Planning Enforcement and Planning Consultations.

The Clerk to respond with regards Licencing Act 2003 – Application for a new licence Bells Farm Shop 21/03182/PREMLI

To contact our District Councillor to support the parish Councils comments over the the application for a new licence at Bells Farm Shop.

142 DATE OF NEXT MEETING Tuesday 5th October 2021 at 7.00pm

UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS)ACT 1960, THE PUBLIC AND REPRESENTATIVES OF THE PUBLIC AND PRESS AND BROADCAST MEDIA BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING BUSINESS AS PUBLICALLY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE AGENDA ITEM.

143 Community Project/Village Hall/ Litigation.

The Councils “Village Hall Working Party” produced a document for consideration by the Parish Council 3rd August 2021. The document agreed and sent 4th August 2021 to the Hartlebury Parish Hall Management Committee inviting them to work alongside the Parish Council in rectifying the issues identified in the J Turner & Associates Structural Inspection Report

The Hartlebury Parish Hall Management Committee met 9th August 2021 and a unanimous decision by the Trustees that none of the options presented were in the best interest of the charity and not accepted.

The Parish Council sort advice on how to progress matters without the help of the Parish Hall Management Committee and discussed options, costs and risks and unanimously agreed a way forward. Details as soon as received would be forwarded to all Parish Councillors.

Unanimously agreed for a letter to be sent recorded delivery to the Community Project Administrator as no costing and CDM

An update available at the next meeting 5th October 2021

144 Letter for the HPHMC as circulated.

It was unanimously agreed for the letter as circulated is sent to the Hartlebury Parish Hall Management Committee dated 23rd September 2021

Meeting Closed at 9.25pm

Signed (Chair) T Ingham..... Dated.....

Hartlebury Parish Council –
Parish Council Membership, T Ingham (Chair), A Buck (Vice Chair) C Atkinson, R Fellows, K
Humphreys, J Martins, L Meredith, S Newman, K Pratt, R Tranter, S Tranter.