



Hartlebury Parish Council

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**ANNUAL PARISH MEETING
STATE ROOMS, HARTLEBURY CASTLE DY11 7XZ
Tuesday 4th April 2023**

MINUTES

Present Cllr T Ingham Chairman of the Parish Council, L Cleaver Clerk and 25 attendees.

1) Welcome 6.00pm. Cllr Tim Ingham (Chair)

2) Apologies-Parochial Church Council, Footpaths Warden, Hartlebury Allotment Group, Parish Magazine.

3) Approval of the Minutes Wednesday 5th April 2022.

During this section of the meeting one attendee brought to the Chairman's attention that they could not find the draft minutes of last year's meeting. Cllr S Tranter confirmed they were on the website and had been posted on the website for the year so they couldn't explain why they could not be found.

With no other concerns, agreed the Minutes of the Annual Parish Meeting 5th April 2022 be signed as a correct record.

4) Address by The Chairman T Ingham.

The Chairman opened by letting all attendees know that the Parish Council had attended the memorial service at St James Church and had provided a memorial wreath. The Christmas tree was once again on the village green. The Parish Council renewed its Community Charter with West Mercia Police with regards anti-social behaviour and speeding within the Parish. The Council have a new Parish Handyman/ Maintenance Person who's been busy doing work around the village. Grant had been given to the Gardening Club this year for £237 for new barrels and flowers for the village. For the Queens Jubilee £130 given to each of the following, St James Church, Hartlebury Castle and the local school and the Manninge Charity was helped with regards local people suffering from hardships. No increase to the allotment rents for 23/2024, help providing a security light and gravel. This year budget increased by £7000 (£6000 for the bus shelters and £1000 to help local chartist). The Council would be funding 4 x kissing gates to help our footpaths warden. A memorial wall in the early stages of planning.

5) Guest Speakers - Hartlebury Castle Preservation Trust

Beth Broadway Marketing

Thank you Hartlebury Parish Council for holding the Parish Meeting at Hartlebury Castle. Tea and coffee still available at the back of the room, plenty left, everyone to please help themselves. A short video played to all attendees highlighting events that have taken place over the year including visits by Nigel Huddleston MP, 2022 events and the opening of the new adventure playground. As the video shows, we had a year filled with events and successes. We were awarded the Hidden Gem award once again, and are awaiting the results from this year's visit. Fingers crossed the Castle would receive the award again but without the word "hidden". It's been lovely maintaining a relationship with the Diocese of Worcester. Alongside holding a eucharist here, we also hosted a Diocesan volunteer thank you event recently. We've also appointed a new chair to the Trust of the Hartlebury Castle Preservation Trust, Richard Amphlett, who was former High Street Sherriff of Worcestershire. Thank you to Hartlebury Parish Magazine in featuring a piece with him and the story of the Trust.

However, the trust continues to face challenges. We came out of the pandemic to then be hit with the cost-of-living crisis. Thank you to the Parish Council for their donation for the Jubilee as well much appreciated which really helped put on some of the events. It had been a challenging time, the Trust needs to survive without any external funding, funding which must now come from castle events and activities that take place on site. Now with the cost of living crisis visitor numbers are down, however ticket sales are still good on experiences and events. With that in mind we are holding more events this year including outdoor cinema, theatre and the return of 21st Century ABBA, alongside 21st Century Queen. Following it's success last year, we are pleased to announce that The Sealed Knot is also returning with over 200 people already signed up. As part of the income stream we cannot rely just on events but need to raise money through other income streams. We have therefore launched a new Adopt a Book Scheme this is a range of collections inspired by the Hurd Library that have a range of values to help conserve a pacific book. We continue to hold weddings, private hire events and corporate events. Slide with Charity vision and beliefs, we have a wealth of stores to tell to inspire future visitors, many including the local villages and we love to hear them. We can also learn from history, both the good and the bad. We would like to thank the Parish for their continued success, support from volunteers, visitors to the castle and the cafe. Please do continue spreading the word about us and once again thank you to the village for your help and support.

6) Speakers from organisations and local groups within the Parish

Pat Jewkes - Gardening Club

The club is now 82 years old and still boasts a strong membership. Last year March 2022/February 2023 we managed a full calendar of events with five speakers at the Parish Hall covering a wide range of gardening topics. We enjoyed a trip to Arley Arboretum; we also visited two village gardens. Our annual plant sale was held in May at the Tap House, the new venue proving very popular.

Our annual Flower and Produce show took place on the first Saturday of September, obviously because of the extreme heat and drought it was a more difficult problem to get produce in, people really rallied round and we still had a very good show. We once again ran our two annual competitions "Potato grown in a bucket" and "Tallest Sunflower" both these events proved popular and will be repeated for this year. The Club continues, with support from the Parish Council to maintain and plant various containers around the village. We also support fetes and activities held by other village organisations.

Following this meeting a calendar of events will be printed and distributed when we would also like to collect the annual subscriptions which remain at a modest £6 single £10 double. We are pleased to advise that Cooks Nursery, Bishops Wood Nursery, De Beers Nursery and Rowberry's Garden Centre allow members a discount off full priced items, details can be found on membership cards. There remains an admission charge for our meeting of £2 per person with an optional raffle £1 per ticket to help club funds.

This year's Annual Flower Show will take place at the Parish Hall not on Saturday but Sunday September 3rd 2023, details of times for this event will be circulated closer to the date. This month's meeting is on Thursday and will be welcoming Simon Gulliver who is a consultant to the Nation Trust for Parks and Gardens and many other things, he's works at the Botanical Gardens for over ten years and he'll be talking about how to keep colour right throughout the seasons, do come along 7.30pm on Thursday.

Dawn Bradley - President Hartlebury W.I.

The Hartlebury WI is a charity whose aim is to give members fun, friendship and education. We meeting on the 2nd Wednesday of each month at 7.30pm in the Parish Hall and currently we have 52 members. Each month our membership secretaries organise a varied programme of speakers, activities and workshops. We have something to offer every lady.

For example, we have recently had an evening of Tai Chi and a Christmas we held a craft evening decorating gift bags. At our next meeting which is next Wednesday night 12th, we have an author speaking about his crime mystery books, one of which is based on the canal at Kinver and last month members were entertained by David Rashford who lives in the village and he spoke about his life abroad the Royal Yacht Britannia.

As well as our regular monthly evening meetings, we also have a thriving book club which is attended by 19 members. They meet at the Tap House village pub who kindly open up especially for members to have tea and coffee, discuss the book and then some members follow this with an early lunch. We also have a popular sewing group when members strive to learn new techniques and everyone comes home having made something which is useful. These activities help our members to make new friends.

We also organise many trips to places close at home and further afield. In May we have a visit to Madresfield Court and yesterday we took 32 people to The Hebrew Congregation Synagogue in Birmingham. These trips are open to everyone, male, female, members and non-members.

If there are any ladies interested in knowing more about the WI, please come along for a visit. You can have three visits before we ask for your subscription. You may be surprised by the fun and laughter which we all have on Wednesday each month.

Marion Inman - Hartlebury Art Group

Sue and Simon have asked me to stand in and say a few words about the Hartlebury Art Group at this Parish Meeting. We have been delighted to welcome some new members to the group, some of whom are experienced artists and others who are just getting started. Sadly some of the original members have decided to step back but mainly for health reasons. It is a very informal group with the main aim of providing its members a chance to share ideas, explore different techniques, subjects and materials, and to offer mutual encouragement and constructive criticism. Tea, coffee and biscuits are an added bonus. We meet at Hartlebury Parish Hall from 2 – 4pm every Wednesday afternoon apart from school holidays. There is a nominal charge to cover the cost of hiring the hall but we encourage new members to come along for a couple of afternoons free of charge and if you are a beginner we are happy to have a chat about how to get started. The afternoons are very informal and many of the group pursue their own projects and are always pleased to offer help and advice to each other. Occasionally we have held workshops led by different members on a variety of different subjects including printing, perspective, using different materials, collage figure drawing and landscapes.

We have even experimented with digital art on our iPads and laptops.

We are now exploring the possibilities of having an exhibition during the summer and hope to welcome anyone who is interested in joining our friendly group.

Janice Hipkins Chair Samuel Manninge Charity

The Samuel Manninge Charity's Board of Trustees comprises two community representatives Mr P Holden and Mrs J Hipkins and two Parish Councillors, Mrs L Meredith and Mr S Tranter. Mr S Tranter was elected by Hartlebury Parish Council to replace Mrs S Newman on her resignation from the Parish Council. On behalf of the trustees, I would like to thank Sue Newman for her valuable contribution to the work of the Charity. Our Clerk is Ms E Davies. Elizabeth .

The Charity continues the philanthropic work of its founder Samuel Manninge, whose will trust of 1633 is its governing document, by awarding small financial grants to residents of the ancient parish of Hartlebury.

As was noted in our 2022 report, the Charity moved its bank account to a new free of charge provider when it's previous bank levied a charge on its account. Chair Hipkins and Trustee Holden visited the original provider to hand in letters of complaint prepared by the Clerk regarding the failure to communicate the new £5 monthly charge. The Charity received an apology from the bank and compensation of £100 which was deposited in the Charity's account ensuring no financial loss was suffered. I would like to thank Trustee Holden and our Clerk for the time given to resolve this matter.

A notable development for the Charity in 2022 was the Trustees resolution to accept donations from legitimate sources to supplement the income generated by the will trust. Accordingly, the Charity has agreed a due diligence policy as part of its corporate governance.

Following the resolution the Charity gratefully received donations from, Hartlebury Parish Council, Hartlebury Parish Hall Community Cafe, A Charity raffle run by local residents Meraki Events. These donations have enabled the Charity to offer more substantial grants in a year when there has been an unprecedented rise in the cost of living. The Trustees thank the above organisations and individuals for their support. The Charity thus awarded two grants in 2022-2023 totalling £640 the highest amount in the Charities recent history.

The Trustees would also like to thank the local business, Post Office, farm shops, Hartlebury Parish Hall Management Committee, the Community Cafe, the Parish Council and the Parish Magazine who support the Charity's work by publicising our grant to Hartlebury residents in print, in shop windows, notice boards, on websites and on social media.

Our Clerk is a volunteer and has again put in many hours contacting banking providers, updating Charity Commission records, preparing/collating grant application paperwork and the agendas and minutes for meeting. The trustees wish to publicly thank Elizabeth for her good humoured support, her diligence, rigour and efficient organisation.

The 2023 grant period is now open and the Trustees welcome any application from a person living within Hartlebury Parish who is facing a genuine hardship. The financial statement has been forwarded to the Parish Council and is available if anyone wishes to view it.

After this presentation a member of the public raised a concern about a camera and did not wish to be recorded and they should have been asked if they wished to be recorded as it was not a Council meeting. The Chairman confirmed that the camera was actually not turned on.

At the end of the presentations the Chairman thanked everyone for attending and that the formal part of the meeting had been concluded, there was now an opportunity to speak to the local organisations in an informal way.

7) Open Space.

This free time so attendees could chat to guest speakers /speakers from local organisations and the Parish Council and to also consider the Councils questionnaire.

Questionnaire referred to:-

The Council's budget and how members would like to see future funds spent?

Any other comments for parish council consideration.

All questionnaires to be collated and then presented to the Parish Council for consideration.

With no other business the meeting finished at 7.15pm

Signed Chairman..... Dated.....

Councillor Tim Ingham Chairman Hartlebury Parish Council

Lesley Cleaver Clerk Hartlebury Parish Council

Additional notes:

One attendee gave their thoughts to all attendees with regards the Councils tax bill, there seemed to be no consultation with regards to their tax burden.

The Manninge Charity 2022-2023 financial statement would be posted on the Councils website together with the events minutes.

During the meeting the Clerks pay referenced. They were informed that the Clerks pay scale had been considered and the correct scale of pay applied.

Parish Council meetings also discussed with regards to public question time not within the minutes.

End