



Hartlebury Parish Council

Clerk to the Council – Clare Shinner. Email clerk@hartlebury-pc.gov.uk

To Members of Hartlebury Parish Council

Notice is hereby given that the next meeting being the **Meeting of Hartlebury Parish Council** will be held on **Tuesday 6th August 2024 commencing at 7.00pm at the Hartlebury Parish Hall, Waresley Court Road, Hartlebury, DY11 7TQ.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film, and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/ or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

BUSINESS OF THE AGENDA

1 APOLOGIES

To receive and approve apologies for absence.

2 DECLARATIONS OF INTERESTS

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

- 2.1 Register of Interests – Councillors are reminded of the need to update their Register of Interests.
- 2.2 To consider dispensation requests (from DPI or DOI)
- 2.3 To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- 2.4 To declare any Other Disclosable Interests on items on the agenda and their nature, councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3 PUBLIC QUESTION TIME

The time allocated is at the discretion of the 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.

4 COUNTY COUNCILLOR

- 4.1 To receive report of County Councillor Tony Miller (TM)

5 DISTRICT COUNCILLOR

- 5.1 To receive report of District Councillor Tony Hartley (TH)

6 MINUTES OF MEETING

- 6.1 To **APPROVE** the minutes of the meeting of the Parish Council that was held on Tuesday 2nd July 2024.

7 PLANNING MATTERS

- 7.1 District Council Decisions- APPROVED.
24/00877/TC

Location: T Mobile Site, Severn Trent Water Tower, Stourport Road, Crossway Green, Stourport On Severn, DY13 9SF A

Proposal: The installation of a new sharable 30m lattice mast which is collocated with 1no. water tower, host to telecommunications equipment approximately 25m to the southwest and 1no. pylon, host to telecommunications equipment, approximately 240m to the east. The proposal also includes the installation of 7no. cabinets, 12no. antennas on 2no. headframes, 2.4m high palisade fencing and ancillary development thereto. The new base station is required due to the existing water tower being unsuitable for the necessary upgrade of equipment.

24/00580/HP

Location: New Residential House At, De Beers Garden Centre, Worcester Road, Torton. Proposal: Proposed New Access and gates. Retention of existing brick pillars and fencing. (Resubmission of W/23/02199/HP)

- 7.2 District Council Decisions – REFUSED

24/00921/GPDQ

Location: Titton Farm, Titton Farm Lane, Titton, Hartlebury, Stourport On Severn, DY13 9QR

Proposal: Notification for Prior Approval for the proposed change of use of an Agricultural Building to 2no Dwellings (Class C3), and for building operations reasonably necessary for the conversion.

7.3 Planning Applications for Parish Council Comment.

W/24/01464/HP

Location: Parkland View, The Avenue, Waresley, Hartlebury, DY11 7XR

Proposal: Application for changes to fenestration, finish and onsite parking as approved under planning permission reference W/22/00676/HP - variation of condition 2 and condition 4.

W/23/01540/FUL

Proposal: Construction and operation of a battery energy storage system with ancillary infrastructure

Location: Lincomb Farm, Lincomb Lane, Lincomb, Hartlebury, Stourport On Severn, DY13 9RB

Additional information/amendment(s) have been received for this planning application, for information only.

24/01231/HP

Proposal : Creation of internal WC, enlargement of parking area, and erection of a garden room

Location : 4 Pansington Farm Barns, Worcester Road, Titton, Stourport On Severn, DY13 9QX

21/01257/FUL

Proposal : Demolition of existing building (former kitchen to the New Elizabethan School) and erection of two storey three-bedroom dwelling as approved under planning reference W/22/00172/FUL - variation of condition 2.

Location : The Old Kitchen, Quarry Bank, Hartlebury.

7.3 Planning enforcement.

ENF 24/00025 – Meadows Farm, Moors Avenue and associated advertised aqua park.

8 FINANCE

8.1 Automatic payments

To **note** the following direct debits/debit card payments taken:

YU Energy June 2024	£13.29
HSBC Charges June 2024	£8
Vodafone payment June 2024	£18
Unity Bank service charge	£18

8.2 Payments

To **RESOLVE** to agree the following payments:

Top Cut mowing services July 2024	£819
Clerk July Clerk work	confidential

C Atkinson Vouchers for Scarecrow prizes and Hartlebury Hero prize	£115
Microsoft 365 software package for 2024-25	£59.99
Elite Property Services Payment for the second stage of the wall build	£4753.54
GM Services June work	£484.60
Groundstores Items for the allotment path	£1128
Talbot transport Ltd Plainings for the allotment path	£614.40
Jan Hipkins Paint for the patio steps at parish hall	£31.49

Receipts

Cty Cllr A Miller	£150
Allotment payments received this month	£113.20

Please note that all invoices and bank statements are available for the Council to examine at each meeting. All payments are now electronic and operate on a two-party identification basis.

- 8.3 Donation to the Village Hall
To resolve that the Council makes a £150 donation to the Parish Hall to be used for the celebration of the Hall's anniversary so that volunteers at the Parish Hall can purchase what they feel is appropriate.

Donation to the Village Hall	£150
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- 8.4 Finance advisory Group
Propose that the HSBC account is closed.
Update to the Council on the AGAR progress.

9. REPORTS

To receive reports from Parish Councillors & advisory groups/working parties.

9.1 CST & RSAG

a) Update from the Advisory Group.

9.2 RE & AAG

Update from the Advisory Group.

- a) To propose that Cllr Hancocks investigates the proposals to organise a "Friends of Hartlebury Station" and to report back to the Parish Council.
b) To propose that the group investigate the costs of a suitable flagpole and its possible location, on-going maintenance and storage of pole. To contact the school to design a flag. To prepare a risk assessment and to report back on all these items at the next Parish Council meeting.
c) Proposing the relocation of bin from the top of Station Road, to Old Worcester Road adjacent to Allotments entrance.

9.3 DC & DP AG.

Update from the Advisory Group

9.4 AAG

Update from the Advisory Group.

9.5 Patio wall monitoring group

Report from the group.

10. ADDITIONAL REPORTS

- 10.1 Councils' representative on the HPHMC.
- 10.2 Clerk.
- 10.3 Handyman/Maintenance person report to Council.

11 CORRESPONDENCE

12 TO RECEIVE REPORT OF PARISH COUNCILLORS

Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future debates. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

DATE OF NEXT MEETING Tuesday September 3rd 2024

C Shinner
Clerk to the Parish Council

Hartlebury Parish Council – Parish Council Membership, K Arnott, C Atkinson, J Cosham, A Evans, Ed Hancocks, M Harris, J Hellens, J Hipkins, R Kirby, C Neale, K Pratt, A Scheps, L Tarleton-Hodgson.

Abbreviations –

DC & DPAG	Digital comms and data protection advisory group
RE &AAG.	Recreation, events and amenities advisory group
CST & RSAG	Crime, speeding, traffic, and road safety advisory group
AAG	Allotments advisory group.
SAG	Staffing advisory group.
PAG	Planning advisory group.
HPC	Hartlebury Parish Council

Future dates for parish council meetings

2024 - September 3rd, October 1st, November 5th, December 3rd

2025 – January 7th, February 4th, March 4th, April 1st, May 6th, June 3rd, July 1st, August 5th, September 2nd, October 7th, November 4th and December 7th.