

R&AAG Meeting Notes 19th February 2026
8 pm Hartlebury Parish Hall Committee Room.

1. Apologies None

Attending meeting - JH, EH, CA, JC, CN

2. Matters Arising

a) **Land registry request Groves Way / Old Worcester Road**- Clerk reported back at January 2026 HPC meeting land owner is WCC. *Agreed at February HPC meeting for SF to complete siding out and vegetation clearance ASAP. Confirmed by WCC Cllr Miller it is within remit of Lengthsman scheme. Action Clerk has instructed SF to carry out the work.*

3) Recreational Facility Checks.

- a) HPH car park with the inclement weather surface repair required. See 4c below. *SF is scheduled to commence work in March. As per proposal December 2025 HPC meeting.*
- b) Councillor weekly checks two items highlighted.
- b(i) Grass verge under Pollarded Trees poor condition due to resident parking, discuss solutions. **Action proposal for March HPC meeting recommending reseeded of area and notice requesting that residents do not park on the grass verge, JH to prepare.**
- b(ii) Car park maintenance MUGA (highlighted in Cllr inspection) *Gravel requires replacement/repositioning, completed.*

4) SF Maintenance / lengthsman

- a) Hedge, undergrowth , footpath siding out work in Old Worcester Road. **Actioned by Clerk for end of February beginning of March.**
- b) Leaf litter footpath clearing Quarry Bank **Action by Clerk. instruct SF to complete ASAP.**
- c) Car park maintenance Parish Hall - *Due to concerns that the surface has further deteriorated raised by PHMC Council representative and on weekly R&AAG councillor inspection. The matter was highlighted to the Chair of HPC and the Clerk, as a duty of care to car park users the Chair and Clerk gave notice to close the Car Park on 19th February. The wording of suitable notices to be displayed requesting residents to remove their cars from the Car Park. HPHMC were informed of the decision.*
The group discussed possible solutions to avoid the whole of the car park being closed for 6 weeks .
Recommendation (i) for Clerk to investigate the possibility of hiring Steel Road Plates to cover some of the surface to allow partial opening.
(ii) For the Clerk to investigate the cost of hire and the cost of insurance against loss of the plates.
- d) *It is estimated a further 2 bags of Breedon gravel will be required to carry out the March maintenance. Action JH prepare a proposal for March HPC meeting.*
- d) Notice boards maintenance. **Action JH to deliver notice board to SF for repair and fitting.**

5) Correspondence from resident "hedges encroaching onto pavement Waresley Court Road especially near Bus stop".
Action, Members of R&AAG JH and JC, to undertake site visit and report back to Full Council.

5) Condition of Assets inspection. Ongoing report back to HPC in April.

6) AOB

a) Reported to Clerk Public Footpath between Inn Lane and Groves way overgrown.

Action Clerk to instruct SF to tidy up ASAP.

b) Resident highlighted Planter opposite school need attention.

Action - this is on the maintenance list, unfortunately weather conditions have stopped any work. Clerk to arrange for SF to inspect and report back with possible solutions.

c) *Cllr weekly inspection of Play facilities* - Tarmac on Tennis court surface may require attention small patches deteriorating.

Action Clerk to ask SF to inspect and report back.

Date of next meeting 26th March 2026