

KIDDERMINSTER FOREIGN PARISH COUNCIL
Minutes of the Annual Parish Council Meeting
held in Trimpley Village Hall on Monday 15th May 2023 at 7.30pm

Present Councillor Mr. J. Gammond
Councillor Mr. C. Holford
Councillor Mr. C. Grainger
County Councillor I. Hardiman

Councillor Mr. B. Phillips
Councillor Mrs S. Stone
2 members of the public were present.
Mrs E Whitehouse (Clerk)

Police Report

Thanks were offered to the police for attending, especially since all resources had recently been busy deployed investigating a 3-person death crash at Callow Hill. The police were asked about the frequency of when speed checks were being done in the parish, and it was reported that the last one was in Low Habberley at the end of March. A member of the public advised (confirmed by councillors) that traffic (white vans) was also speeding through the village of Trimpley. This was happening regularly at around 4.20pm each weekday evening. The vandalism in respect of turning the speed limit signs around at Low Habberley was also mentioned to the police for attention.

Public Open Forum –

The following items were raised:

- a) Highways had tarred and chipped the road on Hoarstone Lane, but, as previously advised, they would not attend to the slippery surface on approach to the crossroads on Habberley Lane.
- b) The parish council were asked about their complaint to the Chief Executive, which the Chair confirmed had resulted in a meeting with Planning and Enforcement Officers, with the result that it seemed there was more feedback now being received from Enforcement officers.
- c) Flood Warning signs had been left in Low Habberley, and needed to be reported for picking up. Court fines could be imposed when redundant road signage was not picked up within a set time frame.

Declaration of Acceptance of Office – All Councillors present signed their Declaration of Acceptance of Office. Cllr. C Jordan was not present, and the Clerk would arrange for him to sign the declaration in due time.

1. **Appointment of Chair for 2023/24**

It was proposed (Cllr Grainger) and seconded (Cllr. Phillips) that Cllr. C. Holford be appointed as Chair, and after voting he was declared Chair, and signed the Acceptance of Office as Chair for the coming year.

2. **Apologies For Absence:** Apologies received and approved from District Councillors Byng and Harrison.

3. **Declarations of Interest/Dispensations:** Interests as previously minuted and declared.

4. **Appointment of Vice Chair for 2023/24** – It was proposed (Cllr. Grainger) and seconded (Cllr. Stone) that Cllr. Phillips be appointed as Vice Chair, and after voting Cllr Phillips accepted office.

5. **Confirmation of other Responsibilities for 2023/24**

- a) Parish Rights of Way Warden – Richard Roberts, and Tree Wardens – Martin Delahay and Helen Ralls
- b) Lengthsman Liaison re work on the ground – Cllr. B. Phillips (Happy to continue)
- c) Worcs. CALC Parish Representatives – (Cllrs. Holford and Stone were happy to continue)
- d) Trimpley Crossroads Noticeboard posting – Although no longer a Parish Councillor, Cllr. J. Gammond advised that he understood Mrs. Carole Gammond would continue to post notices for the Parish Council on the noticeboard at Trimpley crossroads.

6. **Approval of the Minutes** The minutes of the Parish Council Meeting held Monday 17th April 2023 were approved and signed.

7. **Chairman's Report for 2022/23** delivered by Cllr J. Gammond

"Over the last year we have had plenty of ups and downs. Looking back on my year as chairman, I would like to start by saying thank you for all the hard work Elsie has done to make the parish council operate in line with legislation and the law. And the great help we receive from Ian Hardiman, (county councillor) John Byng and Paul Harrison. (District Councillors) Also our rights of way warden Richard Roberts, who has started a program of upgrading styles and gates throughout the parish, and keeping our paths and bridle ways clear. I would like to welcome Chris Bunn to the team, and hope to work closely with Chris to get things sorted around the parish. Thank you also to Chris Jordan for sticking it out, pushing for faster broadband for local residents. Most are now live with fibre to the property.

The support we all pay Wyre Forest district council for in our council tax keeps getting reduced. But the cost keeps going up. We had been asked by Wyre forest to charge the parishioners twice for local rubbish bins after they withdrew the litter contract. So we have now handed all litter responsibilities back to Wyre forest. Any litter seen on the roadside needs reporting on the council HUB. Or on the "love clean streets" phone app.

Over the next few months after several near misses, I am planning to undertake a road side tree safety survey, this will be published and tree owners notified of dangerous trees.

A great loss to the Parish Council and the parish this year, is Carole Gammond stepping down after 45 years volunteering as a councillor, we hope to continue to call on her depth of knowledge and understanding of local issues. And wish her all the best.

Thank you to all the other councillors for their input over the last year and let's hope we all have another great year."

8. **County and District Councillors' Reports –**

Report from County Councillor Hardiman:

. *"The Roadside Wall at School Lane junction has been repaired.*

. *Dead Tree in Hoarstone Lane: I am awaiting 'What 3 words' to help locate. Tree now identified. Highways will deal with,*

. *I am awaiting responses from the Highways Engineer on the following:*

. *Raised Manhole in Habberley Lane (which STW claim is not their responsibility) Cllr. C. Grainger was checking with the farmer as to whether this was the cover over a supply in connection with field irrigation.*

. *Low Habberley Flooding Investigation/Repairs. – Blocked drain under the road. It was reported that workmen and vans had been seen investigating this problems outside No. 3 Low Habberley (but in the middle of the road)*

. *Low Habberley Sign indicating Habberley Valley TO BE REMOVED. (WFDC say that WCC installed originally so it is their responsibility!)*

Cllr. Hardiman was due to see the Local Highways Engineer shortly and would discuss these and other items.

9. **PLANNING AND DEVELOPMENT CONTROL:**

a) **New Planning applications: - None.**

b) **Update on Previous applications**

22/0942/HOU - Single storey side/rear extension at 13 Habberley Lane, Low Habberley – **Approved**

22/0927/FUL Change of Use to Form Holiday Let. Location: Old Pumping Station, Trimpley Lane, Shatterford – **Approved**

23/0177/HOU - Single storey side extensions: Paynes Cottage, Eymore Wood Lane, Trimpley -, **Approved**

23/0179/S73: Variation of condition 2 (not 12 as advised) to substitute drawing detailing revised external materials at Highlands, Trimpley Lane, Shatterford – **Decision Pending**

23/0200/FUL: Residential Development of 120 Dwellings, Access from Habberley Road, Public Open Space and Landscaping, Surface Water Attenuation and Associated Infrastructure – **Decision Pending**

c) **Compliance Issues/Appeals –**

Appeal Reference APP/R1845/W/20/3263496 - Conversion of former stable building to dwelling (Use Class C3), together with new vehicular access and closure of existing vehicular access (to pedestrian access only) Application Reference 20/0405/FUL. – **No decision yet received re appeal.**

Appeal Reference APP/R1845/W/21/3281433 - Northwood Farm , Northwood Lane, - Change of use - Agricultural to Dog Breeding Kennels(21/0029) – The Enforcement officer advised *"The decision has come back on the appeal from the inspectorate. It is a rather complex decision based around 3 separate appeals. The first two appeals are in regards of the planning application that was refused. To put it simply, the inspector has **agreed** with WFDC's decision to refuse planning permission based on the loss of openness in the green belt. The other appeal was in regard to the enforcement notice we served on the owners to remove several buildings. Here the inspectorate decided **against** WFDC's enforcement notice and quashed it. The reasoning for this mainly due to the plan and details of the building we provided being different to the situation on the ground at the time of the inspectors visit. In-between our last visit and the inspector visiting, the owners had removed two buildings and altered a third, to a degree where the landscape no longer matched our plan. Because of this the inspector quashed our notice. The principal planning officer and I visited the site again last week following the decision to get a new view of the property and speak with the owners on a way forward. We have now got to formulate a plan to move forward, this could culminate in a new application that is more acceptable or a fresh enforcement notice"*

Appeal Reference APP/R1845/W/22/3309021 - Land At Os 381000 277300, Habberley Lane, Low Habberley, Kidderminster. Description of Development Outline planning application (with all matters reserved except for means of access) for erection of up to 124 dwellinghouses, including public open space and landscaping surface water attenuation and associated infrastructure Application Reference 21/0421/OUT – **No decision yet received.**

d) Hill Farm / Mary Moors matters – Clerk had received an email from Enforcement stating *"Allison and I attended the site about two weeks ago. The three un-used static caravans have been removed completely from both sites now. All that is left is two welfare units for the builders one based at each farm. At this time, we are satisfied with the removal of the three caravans and have no reason for further enforcement action."*

e) Habberley Trail update – The Enforcement Officer advised *"I have visited the site twice now, one in attendance with one of the site staff and another one my own whilst they were shut to get a better view without being escorted. I have photographed all the areas of the site and various bits of equipment. I can confirm there have been **no** engineering works around any of the overflow car parks as had been reported. We are going to be writing to the owner to request remedial actions on a couple of large structures we are not happy with".* Signage – Does this require permission.

10. **Progress Reports and other Outstanding Items**

Highway Matters

- **Broken Manhole, below Low Habberley:** - (See Cllr Hardiman's report above)
- **Valley Close signage to Habberley Valley –** (See Cllr Hardiman's report above)
- **Noticeboards – Crundalls Lane and locks on boards at Low Habberley** - Chris Bunn had now repositioned the Noticeboard from Low Habberley to Crundalls Lane.

- **Noticeboard repair** – Cllr. Phillips noted that the legs on the Noticeboard at the Eymore Lane junction were loose. It was agreed to ask Chris Bunn to give a quote on repair.
 - **Tightening signs** - Low Habberley. Chris Bunn to be asked to address the sign which had been turned, and to clean graffiti off speed sign on entrance to Low Habberley. As the problem of sign interference at Low Habberley seemed to be on going, a brief discussion was held on whether to erect a sign stating “CCTV operating in the area”, but no conclusion was drawn.
 - **Speed of Vehicles on Local Roads** – (see police report above)
 - **Roadside Wall at junction of School Lane, Trimpley** – Work now complete. Minute closed.
 - **Dead Tree – Hoarstone Lane** – Tree now identified, and “what three words” positioning notified.
 - **Blocked Drains – Low Habberley** – (see Cllr. Hardiman’s report)
 - **Lightmarsh Lane** – Following a report and inspection by Cllr. C. Grainger and the new Lengthsman, Clerk had reported the very poor surface condition of this lane – Hub Reference : 19650
 - **Fly Tipping** – STWA Car Park. Clerk had reported a recent incident to Joe Upsall at Severn Trent.
 - **Grips below Jacobs Ladder** – The lengthsman had reported that Council grips in this location are concrete, which the Parish had complained about when they were installed. The grips fill up with water, but because they have nowhere to drain into since they are not linked to a roadside ditch, the water and debris lodge there for some time, as it cannot soak away. They are not suited to purpose, and Cllr. Hardiman agreed to take a look at these and discuss with the Highways Engineer next week.
11. **Election Information and Casual Vacancy** -
- a) Clerk reminded councillors that they needed to submit completed **Interest and Expenses forms** to the Electoral Office by the end of May latest.
- b) **Casual Vacancy** – Clerk asked for confirmation that the Notices advertising the vacancy were on the noticeboards. She advised that no applications had been received as yet, and the deadline may have to be extended.
12. **Website – New Photos**
- Cllr Holford asked if more recent photos could be posted on the Website, and asked councillors to submit these for the clerk to post. It was also noted that the Police page on the website needed updating. Clerk to do this.
13. **Lengthsman / Litter Collection and Footpath Clearance Matters**
- a) **Lengthsman – 2023/2024 work arrangements and contract** – Worksheet for April had been received from C. Bunn, which the Clerk had circulated. This was approved. Mr. Bunn had also sent before and after photos of the work he had done, which councillors were pleased with.
- b) **Rights of Way Contract** - P3 Scheme for 2023/24 had been approved by the County Council in the amount of £450 and Clerk had the contract to sign and return. Clerk had also asked for consideration, for funding by the Countryside Service, to two ditch crossings needing replacing. She had also asked for confirmation that the Recreational Paths would be cleared by County staff. Delegated to Clerk to liaise with Countryside Service on these matters, and also with Mr. Bunn and Richard Roberts (PROW) and to get quote for ditch crossings and submit to County for approval.
- c) **Lengthsman Payment** - £216 for Messrs. Archer (Not cleared bank) – This related to disputed invoice re work during the winter. The amount had never been paid... (or rather it had not gone from the bank – see year end accounts) Clerk would set up a payment for authorisation, as reimbursement had been received from the County Council.
- d) **Litter contract 2022/23**- Clerk advised she had received a payment of £295 from WFDC re fee for siting of bin at Trimpley Village Hall for 2022/23. This could now be paid to the Village Hall once a requested invoice had been received – Clerk asked if this could be forwarded to her for Parish accounts.
14. **Financial Reports –**
- a) **Ratification of payments to be made** – C. Bunn – Removal and re-installation of Noticeboard - £80.00; CALC Annual Subs - £665.50; T Stanley – Internal Audit - £75 by Cheque; Lengthsman April Invoice - £195; Payment to S. Archer not cleared bank - £216. Trimpley Village Hall – Bin Siting for 2022/23 - £295.
- Councillor nominated to authorise on Bank website** – Cllr. Stone.
- b) **Audit / AGAR Documentation**– The Internal Audit had been undertaken by T. Stanley, and Clerk had circulated the report, which had raised no concerns, to all councillors. Councillors considered and approved this, along with
- i) the Annual Governance Statement, and
- ii) the Accounting Statement.
- Clerk had also circulated notices to be posted on the Noticeboards (and the website) concerning the period for Electors to exercise their Rights re inspection of the Audit documentation.
- c) **Re-adoption of the General Power of Competence** – (in line with information circulated by Clerk)
- As this Parish Council meets the eligibility criteria (as set by the Secretary of State (Localism Act 2011 s8) i.e. a suitably qualified Clerk and a minimum of at least two thirds of councillors having been elected at the last council elections) it was **Resolved** to adopt the General Power of Competence for the forthcoming 4-year term.
15. **Worcestershire CALC Reports & County and District & other Correspondence –**
- Parish Emergency Planning** – Clerk had been requested to give details to the County Council of the Emergency Planning which had been set up some years ago, as it appeared that this was to be resurrected.
16. **Road Accident Record** - None.
17. **Other Matters**
- Former Councillor Mrs. Carole Gammond** – With almost 45 years of service to the Parish Council, Clerk asked in what way the Council wished to mark this achievement. Clerk was instructed to arrange a small commemorative award to present to Mrs. Gammond which councillors would pay for themselves equally.

Cllr. Holford and Cllr. Grainger had attended a recent talk and presentation by **Natural Networks** on local wildlife projects, including STWA improvements in the Stour, creating an eel run, and making the river clean and also a talk by Paul Allen on the rare species to be found at Burlish Top, and Devil's Spittleful.

Newsletter – the next newsletter was due to be issued in July (after the next meeting) A discussion was to take place in respect of means of printing and distribution.

Next meeting: confirmed as **Monday 19th June 2023**

The meeting closed at 9.15pm

Chairman :