

# HANLEY CASTLE PARISH COUNCIL

**Minutes** of the Annual Meeting of the Parish Council held on Thursday, 16<sup>th</sup> May 2024 in Hanley Swan Village Hall.

**Present:** Councillors: Sue Roberts (Chairman), Sara Beadon, Sue Adeney, Angela Hartland, Lesley Smith, Pippa Barkley, Steve Pennant.

**Apologies:** Cllr Alex Walker, Peter Goodyear (PPW), Steve Gogerty (NHDP).

**In Attendance:** The Clerk, Graham Holmes (PFW), Nick Harper (Pond Warden), Alison Sparkes, 3 parishioners.

Prior to the meeting the Council had presented Alison with a small gift as an appreciation of her many years of service as a councillor.

**57/24 Election of Chairman 2024/25** & signing of Declaration of Acceptance of Office – Cllr Roberts was proposed as Chairman by Cllr Adeney and seconded by Cllr Pennant, all voted in favour. Cllr Roberts signed the Declaration of Acceptance of Office.

**58/24 Welcome and Apologies:** Cllr Roberts welcomed everyone to the Annual meeting of the Parish Council and accepted the apologies received by the Clerk.

## **59/24 Declarations of Interest & Dispensation Requests from Councillors**

- a) Register of Interests: Councillors were reminded that they must be kept up to date.
- b) Dispensations. No requests had been made but the Clerk was asked to check the requirements for a Financial Dispensation. **ACTION – The Clerk to ask CALC.**

*Closure of the meeting to allow questions from members of the public.* No questions raised.

**60/24 Election of Vice Chairman 2024/2025** – Cllr Roberts proposed Cllr Adeney and Cllr Smith seconded the proposal. All voted in favour and Cllr Adeney was elected Vice Chairman.

## **61/24 Election of Representatives**

Environmental Working Group	Inc Carbon Neutral	Cllrs Adeney, Beadon
Staffing Committee		Cllr Roberts
Worcestershire CACL		Chairman & Vice Chairman
Village Hall Committee		Graham Holmes
Lead Finance Member		Cllrs Pennant & Hartland
Lead Planning Member		Cllr Adeney
Comms/Social Media/Website		Cllr Pennant
Upton Villages Together		Cllr Roberts to resign from group as no meetings had taken place for 2 years.
Business Liaison		Cllrs Barkley, Beadon & Hartland
Community Orchard Representative - Malcolm Fare		
Three Counties Community Liaison		Cllrs Smith & Hartland
Cemex Liaison		Cllr Barkley
Speed & Traffic Safety		Cllrs Barkley & Beadon
Hanley Castle Parochial Charities		Helen Owens & Caroline Peer.

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**ACTION: The Clerk to request planning training and to forward courses to Councillors.**

**60/24 Minutes:** The Minutes of the Meeting of the Parish Council held on Thursday, 25th April 2024 had been previously circulated, and the minutes were **approved** following an amendment referring to plural Councils.

**61/24 Matters Arising and Progress Reports** for information:

- a) Action list was discussed and updated.
- b) Phone Mast Meeting – Cllr Hartland updated the Council on a meeting that had been held with Welland Parish Council, Worcestershire County Council and Atlas, a company that were looking to install a phone mast in the area. They had identified 4 possible locations of which 2 would benefit areas within Hanley Castle Parish. It had been a very informative meeting and it was agreed that the Parish Council should write a letter to Atlas to outline their interest in working with them to improve the signal within the Parish.  
**ACTION: Cllr Hartland to draft a letter to be sent to Atlas.**
- c) It was requested that a letter be drafted to the Bakery regarding the previous smell complaints.
- d) Smart Water: It decided to invite the project co-ordinator to attend the Café Market to talk about the benefits of Smart Water and the Parish’s aim to become recognised Smart Water Villages.  
**ACTION: Clerk to contact them.**
- e) Defibrillator Training: Two sessions had been organised and another two were due to be arranged. The take up was very good. It was agreed to put a map of the defibrillators within the parish on the website.  
**ACTION: Graham Holmes and The Clerk to produce a map.**

**62/24 Finance:**

- a) To consider and **APPROVE** any payments - The payments in Appendix 1 were agreed.
- b) To approve the Financial Accounts and Annual Governance Statement 2023/2024 – The Financial Accounts and Governance Statement were read out and approved.
- c) New Model Financial Regulations had been received and would be discussed at June meeting.

**63/24 Planning:** a) To Consider the following applications:

Application Number	Location	Proposal
<a href="#">M/24/00424/HP</a>	The Cottage Bowling Green Hanley Castle Worcester WR8 0BP	Demolition of existing conservatory and the construction of a single storey rear extension, together with link extension to existing ancillary outbuilding and minor fenestration alterations
No objection raised		

b) Applications received after Agenda – None received

f) Planning Decisions:

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<a href="#">M/24/00173/PIP</a>	Land At (Os 8412 4173) Hanley Castle	Permission in Principle for the proposed erection of up to 9 dwellings (6 open market and 3 self build or custom build)	Application Refused
<a href="#">M/24/00214/FUL</a>	Land At (Os 8114 4278) Hanley Swan	Erection of 2no. dwellings	Application Refused

**64/24 District and County Councillors' Reports:** No Councillors present.

## 65/24 Reports.

- a) **Path Warden** – Cllr Pennant had agreed to work with Peter Goodyear to assist with the role of Path Warden. Peter had indicated his intention to continue until the end of 2024 to allow for a transition to the new Warden.  
**ACTION: Clerk to arrange meeting for Picken End path.**
- b) **Pond Warden** – Standing for the news bins had been finished.
- c) **Playing Field Warden** – The items that ROSPA required to be replaced had been sourced and it was agreed to purchase them and Graham would replace them. A meeting would also be arranged to look at the play area to see how it could be refreshed/upgraded.  
**ACTION: The Clerk to purchase the items & arrange a meeting at the playground.**
- d) **NHDP** – Report read out. The request to appoint a consultant if required was approved.
- e) **Local Police** – No additional report.

## 66/24 Highways Matters

- a) Works for Lengthsman or Reporting to MHDC/WCC – It was asked if the Lengthsman could strim along Worcester Road around the bench and the northside end of Church End to see the white posts as they are no longer visible.  
**ACTION: Clerk to ask the Lengthsman.**
- b) Road Safety Matters - A meeting had been arranged for the 23<sup>rd</sup> May to discuss the parking issues along Church End and around the school.
- c) The new VAS had been installed in Hanley Castle and the other one installed on the new pole on the Worcester Road. The next step was to install white gates.  
**ACTION: White Gates approved to be purchased.**

## 67/24 Carbon Neutral Working Group -

- a) At the Parish Meeting it was agreed to promote the use of the Parish-owned electricity monitors in the Parish Link and on the website.  
**ACTION: Cllr Adeney to write a covering paragraph to promote the monitors.**

## 66/24 Correspondence

- a) Village Show – Request for £25 Prize donation approved.
- b) Harriet Baldwin Email to Cllr Roberts – Cllr Roberts had responded and explained that the swings had been removed following the ROSPA report and that the Council were in the process of replacing the required parts.

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- c) Swift Boxes – Jane Jordan had a list of 10 houses that were interested and was working with Simon to take the project forward. It was hoped that there was funding available from MHDC but the Parish Council approved £250 towards the project if the funding was not able to be secured.

### **67/24 Topics raised by Councillors, Committees, Clerk & Parishioners**

- a) Events held at The Swan – The Swan was acknowledged to be a huge asset to the Parish but concern had been raised about the Beefy Boys Event that was organised on a Sunday afternoon/evening. Cars were parked on both sides of Worcester Road and it was felt to be a road hazard. Local residents were worried that Sunday events would become a regular activity. Cllr Smith had discussed the event with the Manager and they had been surprised by the overwhelming popularity of the event and understood the impact that it had on local residents and it would not be happening again. The possibility of using the church car park for future events was also mentioned.

**68/24 Items for the next agenda:** The Christmas Tree & the new Financial Model.

**69/24 Date of next meeting:** The date of the next meeting was set for 20<sup>th</sup> June 2024.

Signed ..... Date: 20<sup>th</sup> June 2024  
Chairman

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Appendix 1: Schedule of Payments & Receipts 16<sup>th</sup> May 2024

## Payments to be Approve June Meeting

New Farm Grounds Maintenance	April Cuts	1162.34
		1162.34

Signed ..... Date: 20<sup>th</sup> June 2024  
Chairman