

# HANLEY CASTLE PARISH COUNCIL

**Minutes** of the Meeting of the Parish Council held on Thursday, 25<sup>th</sup> April 2024 in Hanley Swan Village Hall.

**Present:** Councillors: Sue Roberts (Chairman), Alex Walker, Sue Adeney, Angela Hartland, Lesley Smith, Pippa Barkley. Elected Cllr Steve Pennant.

**Apologies:** Cllr Sara Beadon, Peter Goodyear (PPW), Graham Holmes (PFW), Nick Harper (Pond Warden).

**In Attendance:** The Clerk, Steve Gogerty (NHDP), D&CCllr Tom Wells, DCllr Kathy Wells, 14 parishioners.

**43/24 Welcome and Apologies:** Cllr Roberts welcomed everyone to the April meeting and accepted the apologies received by the Clerk.

## **44/24 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.

**45/24 Minutes:** The Minutes of the Meeting of the Parish Council held on Thursday, 21st March 2024 had been previously circulated and the minutes were **approved**. It was noted that Toastie Tuesdays had been rebranded as Café Tuesdays.

**46/24 Co-Option of Casual Vacancy** – There were 2 applicants for the vacancy: both had submitted application forms which had been circulated ahead of the meeting. The candidates addressed the Council detailing their reasons for applying and what areas they wished to be involved with. The Councillors then wrote the name of their preferred candidate and the Clerk counted the votes. Steve Pennant received the more votes and was officially welcomed onto the Council. The Chairman thanked the other candidate, Biddi Kings, for her interest in the Council and for being willing to stand for co-option.

**ACTION: The Clerk to notify MHDC and to send a welcome pack to Cllr Pennant.**

*The meeting was then closed for members of the public to ask questions.* Richard Vakis-Lowe addressed the Council regarding Heartstart an organisation that offers training in the use of defibrillators and CPR. He stressed the importance of training as many parishioners as possible to be able to perform CPR and use the defibrillators to assist with saving lives. It was agreed that the Parish Council would raise awareness and promote the training that he was kindly offering to hold in the village hall. The Parish Council agreed to pay for the cost of the hall hire. The number of training courses on offer would be dependent on initial take up. It was also suggested that the Parish Council map the defibrillators in the area to ensure there are no black spots within the parish. It was agreed to liaise with Graham Holmes following all the work he had done in installing defibs in the parish.

## **47/24 Matters Arising and Progress Reports** for information:

- a) Action list was discussed and updated.

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- i) The potholes in Park Lane were still an issue – SR to follow up with the owner.
- ii) Work on improving the mobile phone signal is ongoing and Cllr Hartland is talking with parishioners and other parish councils.

### 48/24 Finance:

- a) To consider and **APPROVE** any payments notified in writing prior to the meeting. The payments in Appendix1 were agreed.
- b) Receipts Received – The £200 grant for Café Tuesdays had been received and £2182 CIL from Walmer Lodge.
- c) Year End Audit preparation – a full audit would be required.

### 49/24 Planning: a) To Consider the following applications:

Application Number	Location	Proposal
<a href="#">M/24/00300/HP</a>	Wooster Cottage Gilberts End Lane Hanley Castle Worcester WR8 0BX	Rear single storey utility/lounge extension and a garden room, shed and greenhouse/potting shed.
No objections raised.		

### b) Applications received after Agenda

Application Number	Location	Proposal
<a href="#">M/24/00409/HP</a>	5 Horton Lea Hanley Swan Worcester WR8 0DP	Proposed Two Storey Rear and Side Extension.
Object due to contrary to NHDP as increasing the number of bedrooms from 3. Disruption to access for neighbours also a concern.		

### c) Planning Decisions:

<a href="#">M/23/01600/HP</a>	The Orchards House Haylers End Hanley Castle Worcester WR8 0AL	New front and rear porches, and new first floor extension to existing cottage	Application Approved
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**50/24 District and County Councillors' Reports:** They reported that they had been contacted by a Parishioner complaining about the parking issues around the Swan in Hanley Swan. They had visited the High School and provided funding to assist them. They also said that the use of the On Demand Bus was increasing and that it was really well received and asked for its continued promotion.

### 51/24 Reports.

- a) **Path Warden** – The report was read out. The request for the Parish Council to pay for a drain investigation by the Community Orchard was approved.

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With regards to the suggested work at Picken End it was agreed to arrange a meeting with a Councillor, Fiona Argyll and Peter to review what is required.

**ACTION: Clerk to arrange a meeting.**

- b) **Pond Warden** –Hard standing for the new bins had been finished.
- c) **Playing Field Warden** – To aid with the grant application processes a Playing Field Maintenance Agreement between the Parish Council and the Football Club had been drafted and circulated, it was approved by the Parish Council and signed by the Chairman.

The ROSPA survey identified an issue with the safety of the Toddler swings and they were asked to be removed. This had been done and it was agreed to review all the equipment provided at the play area. It was agreed to arrange an onsite meeting with the Playing Field Warden and the Councillors.

**ACTION: The Clerk to arrange a meeting at the playground.**

- d) **NHDP** – Report read out. The working party were very close to making a Regulation 16 submission.
- e) **Local Police** – Newsletter circulated. It was requested that the new Police Commissioner was asked about accountability of crimes reported/solved.

### 52/24 Highways Matters

- a) Works for Lengthsman or Reporting to MHDC/WCC – Ask for the VAS sign to be moved to the new pole in Worcester Road and the new VAS to be installed by the High School. Ask to fix the bracket for the Gilberts End sign. Request for a Honeypots Road Sign to be made. There were a few signs that couldn't be cleaned by the Lengthsman - Cllr Smith to take photos of the signs as they would need replacing. Parts of the cycle path had an overgrown hedgerow encroaching on it - Cllr Adeney to speak with the landowner and ask for it to be cut back. The footway between Church End and the Old Vicarage needed siding out again due to school cars pushing mud onto the footway/cycle path.

**ACTION: Clerk to ask MHDC for sign, Cllr Smith to take photos.**

**ACTION: Cllr Adeney to remind the Lengthsman about the VAS signs. Cllr Adeney to contact Landowner. Cllr Adeney to ask the Lengthsman to side out.**

- b) Road Safety Matters – Cllr Walker had been advised that parishioners should ring 101 to report speeding, this would build up a picture of repeat offending and the police would be required to look into it. Cllr Adeney had a date for a meeting with residents and the school which would be held in the Church and would circulate to the other Councillors. Cllr Barkley is due to have a meeting with the school to petition Highways to reduce the speed.

**ACTION: VAS to be moved and White Gates purchased.**

### 53/24 Carbon Neutral Working Group -

- a) Electric Bike Scheme - Cllr Adeney updated the Council on the latest activities of the groups including the purchase of an Electric bike that will be loaned out to parishioners. The insurance implications were discussed and it was agreed that the group would be organising this themselves as it is unable to be covered by the Council's insurance. Terms of reference would be written for the group and agreed with the Parish Council going forward.

### 54/24 Correspondence

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- a) Hanley Swan Bakery – an email had been received in which it was reported that there was still an intermittent smell coming from the Bakery and that the equipment being used was old and not maintained. It was agreed that a letter would be written addressing the concerns raised by the local residents.  
**ACTION: The Clerk to write a letter to Bakery owner.**
- b) Hanley Workshop Plans – Cllr Adeney & Roberts were arranging to meet the new owners on site to discuss their ideas.
- c) SNT Spring Letter – circulated.
- d) Allotments – A Parishioner addressed the Council regarding the frustrations with the allotments and the difficulty in trying to communicate with the owners, Platform Housing. The Council explained that they too had been trying to get hold of the housing association to discuss the Council taking over the running of them and that after an initial flurry of communication it had stopped. It was agreed that the Council would work with the parishioner to ask for the Council to manage them. It was also agreed to list them as an asset of community value in the NHDP and with Malvern Hills.

**ACTION: The Clerk to forward email correspondence with the housing association and to register them with MHDC as an asset of community value.**

### **55/24 Topics raised by Councillors, Committees, Clerk & Parishioners**

- a) Parish Resilience – Cllr Adeney talked through the idea of drafting a resilience plan and asked for volunteers. Cllr Pennant, Roberts and Barkley all offered.
- b) Communications – Social Media Policy and Training, the Clerk to email CALC to ask if there is any training available. **ACTION: The Clerk to contact CALC.**
- c) Smart Water Villages Project – It was agreed to ask if an order of 50 packs would be acceptable. Once known if they can be ordered an article would be placed in the Parish Link. It was also agreed to invite them to the Annual Parish Meeting to discuss the Project.

**ACTION: The Clerk to contact the Project Co-ordinators.**

- d) British Legion Club Building – A Working Committee had been set up and had met.
- e) Annual Reports

**ACTION: The Clerk to email and ask for Annual Reports for the Parish Meeting.**

**56/24 Date of next meeting:** The date of the next meeting was set for 16<sup>th</sup> May 2024. It would be the Annual Parish Meeting followed by the Annual Meeting of the Parish Council.

Signed ..... Date: 16<sup>th</sup> May 2024  
Chairman

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## Appendix 1: Schedule of Payments & Receipts 25<sup>th</sup> April 2024

J. Vincent	HCHS Hedge Plants	£143.28
J. Bass	Farm Forestry Invoice	£383.10
J. Bass	Electric Bike	£2,000.00
New Farm Grounds Maintenance	March's Cuts	£402.65
Worcestershire CALC	Annual Fee 1153 electors	£1,048.59
Hanley Swan Village Memorial Hall	Annual Hall Hire inc. Cafe Tuesdays	£608.14
RoSPA	Inspections Play Area & Pond	£187.20
Rebecca Abunassar	April Clerk	£606.40

Signed ..... Date: 16<sup>th</sup> May 2024  
Chairman