



HALLOW PARISH COUNCIL

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DRAFT Minutes of the Annual Meeting of Hallow Parish Council held on **MONDAY 12TH APRIL 2021** on the virtual platform known as 'Zoom' at 19:03.

PRESENT: H Kemshall (Chair), M Silvester, J Rose,

In Attendance: D Walton, J Marson

1. Apologies for Absence: None

The chair reminded all present that Hallow Parish Council has amended the Standing Orders 2017 to enable virtual meetings as required from the date of the Annual Meeting (June 1st 2020) until further notice in accordance with Regulation (6) of the *Local Authorities and Police and Crime Panel Meetings (England and Wales) Regulations 2020*.

This arrangement will continue for as long as Government Regulations require.

2. Declarations of interest and applications for Councillor Dispensations subject to the Localism Act 2011.

CLlr Silvester declared a non-pecuniary interest in item 6c. Dispensation issued to allow MS to remain in meeting as the item is for information only. Proposed HK, Seconded LM, Voted unanimously

3. Public Question Time-WCC candidates in attendance and each spoke for 5 minutes

Jed Marson, Liberal Democratic Candidate for Worcestershire County Council

Lived in the area since 1984, relocated here as sales director in IT sales. Experience locally includes lobbying on local issues, including gravel extraction at Grimley and reduction of lorry traffic on the narrow road and the use of a conveyor as an alternative and the development of lakes. More recent efforts have focussed on Broadband developments for the county. My primary aim is to improve the economy, using expertise in technology. Home working is part of this. With our aging population, we need to look at access to villages and public transport, including highways and the painting of whiting lines to enable autonomous vehicles. I look at both the big picture and the small details. When there is a need to focus on data I will do it, but I like to take a helicopter view of the bigger picture. We need to start to look longer term and bigger. I am on the Green Liberal Democratic exec, focussing on climate change to improve the quality of planning application and the road network, and job creation. Avoiding the dormitory villages.

Daniel Walton, Independent Candidate for Worcestershire County Council

I moved to Martley 11 years ago as a sales director. We run a business at Great Witley that sells camping equipment to high street retailers. Sustainability and a focus on the great outdoors is a focus for our business. I have been a district councillor for two years; a lot of the problems that I can not address as a district councilor are blocked by county council. This is especially the problem with highways. One of my first issues was pavements in Rushwick, and then moving onto other villages. Without the direct link to county it is hard to achieve this. In other villages, as it is in Hallow, a big issue is the speeding and this has never been addressed.

I am an independent candidate, and this means that I do not have to adhere to party lines. Other areas of focus are public transport, travel and cycling. Better broadband. Pot holes, pavements and drainage, a constant issue for Broadwas. Having a voice in County Hall will help with this. Development in villages and the infrastructure/highways. Daniel is Rushwick District councillor and there has been a lot of development. There is no representation from County Hall at the planning meetings.

He will work really hard to ensure tie up between District and County council levels.

I enjoy cycling and hill walking. Federation of small business, Governor at Chantry.

4. Minutes of the Parish Council Meeting of the meeting of 8th March 2021

Approval of the Draft Minutes previously circulated. Proposed **HK**, seconded **MS**, voted unanimously
PROPOSAL – that Standing Orders be amended to allow the signing of these Minutes at the earliest opportunity when Councillors may meet in person.

Matters arising from previous meeting

- Precept total has remained stable, households have seen a reduction of 3.8% due to more households in the parish.
- Rural Garden Services have been appointed to manage the maintenance of our land assets.



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5. Neighbourhood Development Plan Matters – verbal report from HK

We have passed the examination. All policies have been maintained, with amendments to add clarity or strengthen the policies. Significant views and local green spaces that were identified have been agreed. The proposed development site (extension of existing Greenhill Lane site) has been agreed. Examiner has made it clear that he does not believe we need an additional reserve site to meet any further higher development numbers.

We were ambitious in the green infrastructure and corridors we identified in the NDP, and this has been reduced.

The area includes large parts of Tinkers Coppice farm.

The design code has been agreed and will help to ensure that future development meets our expectations.

The conservation area remains protected.

The referendum document is being prepared, and the plan is being updated to reflect the examiner's comments. The referendum will be organised by MHDC and will take place on June 24th.

Additional costs for Kirkwells advice in response to comments from 3 developers and Examiner queries totalled around £2000.

We need to follow the progression of the SWDP revised, including monitoring updates and responding to consultations that may impact on the NDP. Where necessary, we may need to seek professional advice if there is an emergent issue in the SWDP revised that may impact the NDP to ensure we are able to make informed and professional responses.

Proposal – HPC commits to seek consultancy advice if necessary, in response to the SWDP revision in order to enable HPC to make evidenced and robust comments within the consultation process. Proposed HK, Seconded MS. Agreed unanimously

6. Planning Matters

a) *Crown Inn, 21/00392/FUL*

Substantial developments to the outdoor space are proposed.

Councillors recognise the value of the pub as a resource for the village, both as a social facility and the employment for local people. The developments seem to be providing for additional covers which may support the business long term.

However, councillors expressed concern about the impact on Crown Lane properties. Concerns particularly relate to noise, operating hours and lighting spillage. The enhanced use of structures in the garden will extend outdoor operations through the year. There are existing issues raised from local residents include smell from the kitchen, noise from kitchen extraction, and with members of the public remaining in the garden and remaining in adjacent local areas well after closing time. The development is within the conservation area does not seem reflect materials that are sympathetic to the local area; the addition of the gas vent structure to the front elevation is not in keeping with listed/Conservation area status.

Parish Council will make comment (neither object nor support): and state that whilst supportive of this local business there are some reservations about the application, including impact on Listed building, impact on Conservation Area, and potential noise nuisance to residents of Crown Lane.

HK to draft response and circulate to councillors

i. *Appeal 8 Oakleigh Avenue*

Application to construct a bungalow in a garden; applicant has appealed the previously declined application. HK will review the documents and circulate any further response that may be needed for councillor comments.

b) Consider any applications submitted after publication of agenda. None received.

c) Decision notices received-for noting only:

i. *-Sawmills outcome of Appeal.*

The application was not approved by MHDC, however the building has been constructed anyway. The application outcomes are not clear. The alterations to the initial development are slightly lower ridge height and less slope on the roof. HPC does not appear to have received notification of the outcome of the planning application from MHDC. HK and MS will investigate with MHDC planning department.

7. Finance and Bank Reconciliation

a) Report on expenditure and financials March-April 2021 including bank reconciliation.

LM reported that bank reconciliations have been completed up to the end of March. These are now with our temporary clerk as part of the year end process.



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Payments have been circulated and made in line with financial regulations.

Proposal: accept payments for March and April. HK proposed, JR seconded. Voted unanimously.

- b) Bank transfer from Business money management account to community account.

Councillors should note that £20,000 has been transferred from the reserves to the current account. This is unspent Precept funds; we are not drawing on reserves.

- c) Update on HSBC banking matters.

Progress has been made on the completion of HSBC online banking application.

8. Parish Matters

- a) Memorial Anne Stark (HK)

HK reported that she has continued to liaise with other parish groups about the best joint solution, and she will report back following these discussions. The aim is to come up with a coordinated plan for the memorial.

- b) Play Area inspection report, actions, and long-term plans (MS and HK); and re-opening play area risk assessment and covid compliance arrangements were agreed by Cllrs.

Play area has been deemed fit for use and it has been opened up with the correct signage. The swing basket was removed immediately. The zip wire needs re-tensioning.

Proposal: to remove zip wire while we seek repairs and seek repairs as detailed in the inspector's report. Proposed HK, Seconded MS, Agreed unanimously.

MS brought ideas for a medium-term plan to upgrade the play equipment to meet the needs of local 11-14 year olds and the adult fitness equipment. Councillors agreed that a longer plan which provides for all age groups would be valuable. HK and MS to investigate options and report back to HPC. These proposals can then be shared with other local groups to make sure local stakeholders' views are reflected.

- c) Hollybank- update on contract clearance and mowing. HK suggested for the future: addition of 2 picnic tables main area, 1 picnic table behind Hut, and planting of natural daffodils for autumn planting via Scouts and community groups. Small hawthorn planting to replace loss of habitat from nettle and bramble clearance. HK and MS to continue to liaise with RGS on this and report back on costings.

- d) Clerk recruitment and appointment of staff recruitment committee and cttee Chair (HK).

Agreed that all councillors would sit on the recruitment committee.

- e) Pavilion May agenda with a view to gaining quote and possible site visit post-covid restrictions (HK and MS).

- f) Scout Hut colour agreed as per previously circulated photo.

- g) Agree Chair can give instructions to solicitors for purchase of allotments (HK).

Councillors noted that as per agreed proposal at previous meeting, HK will now proceed to instruct solicitors.

For noting only:

- h) Privacy policy now on website, and Information Commissioner membership renewed.

- i) Lengthsman contract, possibly recovered £708 from WCC, and new contract for 2021-22 from WCC signed.

- j) Play area Pinchfield- complaint but not our responsibility. Litter bins for Pinchfield responsibility of MHDC.

9. Confidential session

Proposal for confidential session to discuss staffing and other confidential matters.

- a) An overpayment of £153 has been made in error, during the period we were unable to access our bank account to cancel the standing order. Total overpayment is £153. A letter will be sent to the beneficiary to request return of these funds.

Meeting closed at 21:03

Next meetings: May 4th (note this is the FIRST Tuesday in May and will have accounts as the main agenda item).

Venue – TBC but likely to be via ZOOM unless Covid restrictions have been lifted.