

# **You are duly summoned to the May meeting of Hanbury Parish Council (HPC) – Annual Meeting of Hanbury Parish Council**

Which is to be held on Thursday 18<sup>th</sup> May 2023  
In the Village Hall committee room.

All Councillors must sign the acceptance of office forms prior to the start of the meeting.

- 1 Appointment of**
  - Chairman.
  - Vice Chairman – if deemed appropriate.
  - Signed declaration of acceptance forms to be received from the above appointees.
  
- 2. Apologies for absence. To receive apologies for absence and to approve reasons for absence.**
  
- 3. Declarations of Interest.**
  - a) Register of interests; Councillors are reminded of the need to update their register of interests.
  - b) Councillors to declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) Councillors to declare any Other Disclosable Interests in items on the agenda and their nature.
  - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
  
- 4. Appointment of Officers/representatives.**
  - 4.1 Parish Council Committees and Working parties,**
    - 4.1.1 Recreation**

To include the Recreation Ground, playground and Village Hall Field, the cricket club and football club matters.  
Currently Clare Stallard, Ian Few, and Roy Raxter
    - 4.1.2 Staffing Committee:**

Currently- Cllrs Mark Bishop, Clare Stallard & Rosie Terry.
    - 4.1.3 Finance Committee:**

Currently - Cllrs Mark Bishop, Rosie Terry and Ian Few.
    - 4.1.4 Byways and the Village Hall Committee.**

Currently Neil Cook, Roy Raxter and John Evans.
    - 4.4.5 Pavillion Committee**

Currently Clare Stallard, Ian Few and Caroline Marock.
  
  - 4.2 Parish Council representatives to sit on other committees:**
    - 4.2.1 Representatives of the parish council on Hanbury Parochial Charities:**

Currently Cllr John Evans and Caroline Marock  
It noted that the representatives of the parish council should be on the parish council during their year of appointment.

- 4.2.2 Representative on Village Hall Management Committee:  
Currently Cllr Neil Cook.
- 4.2.3 Custodians of Memorial Garden:  
Cllrs Roy Raxter and Gary Gartland. Dave Griffiths is also a Custodian on behalf of the Parish Council.
- 4.2.4 Representative on CRASH  
Currently Cllr N Cook.
- 4.3 **Other appointed responsibilities**
- 4.3.1 Tree Warden: Currently Cllr G Gartland.
- 4.3.2 Pollution Warden : Currently Cllr R Terry.
- 4.3.3 Playground Inspections, Football Club Liaison and Recreation Ground – delegated responsibility for maintenance and Parish Field – delegated responsibility for maintenance: Currently Cllr Roy Raxter
- 4.3.4 Flood Liaison Contact: Currently Cllr Ian Few.
- 4.3.5 Parish Lengthsman supervision – Currently John Evans.
- 4.3.6 Main contact for interim Planning Applications: Currently Cllr Mark Bishop.

## **5 Review Standing Orders**

There are no suggestions to change the standing orders.

## **6 Review Financial Regulations**

There are no suggestions to change the financial regulations.

## **7. Review of other adopted procedures.**

- 7.1 Complaints Procedure
- 7.2 Grievance & Disciplinary Procedures
- 7.3 Member/Officer Protocol
- The Clerk has no alterations to suggest.
- 7.4 To adopt the new Code of Conduct as adopted by Wychavon District Council. Attached.

## **8. Approve Risk Log and Asset register for the year ending 31 March 2023.**

## **9. To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday 24<sup>th</sup> April 2023**

### **Meeting Adjourned for public question time**

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda or raise issues for further consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

## **10. Progress reports from the previous minutes for information.** Appendix A.

## **11. Correspondence received to date:**

- Droitwich Archery Club write to HPC.

- Suggestion for playground from Parishioner
- Clare Stallard sends information on handover items.
- Thank you from Clare Stallard.

## **12. County and District Councillors Reports:**

- 12.1 County Cllr Tony Miller  
 12.2 District Cllr Hurdman or Cllr Dawkes.

## **13. Planning:**

- 13.1 Any plans that arrive prior to the meeting and that need urgent consideration may be discussed at this point. All plans are available on the Wychavon website.

W/23/00886/FUL

Location -Hanbury Recreation Ground

Proposal – cricket nets

W/23/00817/FUL

Location: Old Woolmere Chapel, Droitwich Road, Hanbury

Description of Proposal: Erection of a building for B8 use, access and associated works.

- 13.2 Planning applications approved by Wychavon

W/23/00131

Proposal: Front and rear extensions as before with additional rooms within the roof space  
 Location: Stock House, Earls Common Road, Stock Green, Redditch, B96 6SY

W/22/01647/FUL

Proposal: Erection of 4 No. poultry sheds and associated infrastructure for broiler chicken production

Location: Ditchford Bank Farm, Ditchford Bank Road, Hanbury, Redditch, B60 4HS.

- 13.3 Planning applications refused by Wychavon.

None to date of agenda.

- 13.4 Planning enforcement update.

West Lodge, School Road Hanbury. The enforcement officer is happy with this development and notes no planning enforcement has taken place.

## **14. To Receive Reports and discuss matters regarding;**

- 14.1 Recreation Committee.  
 14.2 Byways and Village Hall Management Committee

## **9 Finance**

- 9.1 Monies received to the Parish Council this month.

WCC Coronation celebration	£500
Wychavon Precept and grant	£13698
WCC Lengthsman reimbursement Feb 23	£325.75

- 9.2 Payments requested and submitted to the Parish Council

To consider payments to be made as on the attached list.

- 9.3 To sign the Annual Governance statement for 2022-23
- 9.4 To sign the Accounting Statements for 2022-23

**10 Parish Lengthsman and parish maintenance issues.**

- 10.1 Parish Maintenance.
- 10.2 Any other matters.

**11 Highways and any Police matters:**

- 11.1 To discuss any highways issues/accidents reported locally.

**12 Parish Councillors' Reports and Items for Future Agenda**

Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

**13 Date of next meetings**

June 26<sup>th</sup> 2023 and July 31<sup>st</sup> 2023

*The Clerk to Hanbury Parish Council is C Shinner and can be contacted on [clerk@hanburyparishcouncil.gov.uk](mailto:clerk@hanburyparishcouncil.gov.uk) or c/o Eggthorne Cottage, Loggerheads Lane, Hanbury. WR9 7EB 07961296369*

**Abbreviations**

ABCC – Astwood Bank Cricket Club  
CC – Chris Cooke – Parish Lengthsman  
Cllr – Councillor  
Cty Cllr – County Councillor  
Dst Cllr - District Councillor  
HPC – Hanbury parish Council  
RG – Recreation ground  
VHMC – Village Hall Management Committee