

**Minutes of the Meeting of Hanbury Parish Council (HPC)  
Held in the Village Hall on Monday 21st May 2024 at 19.30hrs in Hanbury  
Pavilion.**

**Present**

Chairman	Mark Bishop (MAB)
Councillors	Neil Cook (NC) Roy Raxter (RR) Ange Burnett (AB) Caroline Marock (CM) Tony Johns (TJ) Rosie Terry (RT)

Also present, County Councillor – Tony Miller (TM) and P Clifton – locum Clerk  
No members of public were present.

**1 Appointment of**

MB read his annual report on activities of the Council as the leaving Chairman.

1.1 Appointment of Chairman

No other Councillor stepped forward for this role. It was agreed Mark would continue in the role.

1.2 Vice Chairman. It was agreed that Caroline Marock would continue in this role.

1.3 Signed declaration of acceptance forms were received from the above appointees.

**2. Apologies for absence. To receive apologies for absence and to approve reasons for absence.**

Apologies were received from the Clerk, Dst Cllr Nick Dawkes. Cllr I Few, Cllr R Raxter and Cllr S Sproule.

**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.

There were no declarations received.

**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. Appointed - Ian Few, Roy Raxter and Tony Johns.

4.1.2 Staffing Committee and the Finance Committee:  
Appointed - Cllrs Mark Bishop, Rosie Terry and Ian Few.

4.1.3 Byways and the Village Hall Committee.  
Appointed - Neil Cook, Roy Raxter

4.1.4 Pavillion Committee  
Appointed Ian Few, Caroline Marock and Ange Burnett.

**4.2 Parish Council representatives to sit on other committees:**

4.2.1 Representatives of the parish council on Hanbury Parochial Charities:  
Appointed 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:  
Appointed Cllr Neil Cook.

4.2.3 Custodians of Memorial Garden:

Appointed Roy Raxter and Gary Gartland. Dave Griffiths is also a Custodian on behalf of the Parish Council.

**4.3 Other appointed responsibilities**

4.3.1 Tree Warden: G Gartland.

4.3.2 Pollution Warden : 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: Cllr Roy Raxter and Cllr Tony Johns

4.3.4 Flood Liaison Contact: Cllr Ian Few.

4.3.5 Parish Lengthsman supervision – vacant. It was agreed that there was no need for supervision.

4.3.6 Main contact for interim Planning Applications: Cllr Mark Bishop.

**5 Review Standing Orders**

There are no suggestions to change the standing orders. This was approved.

**6 Review Financial Regulations**

The Council agreed updating to the 2024 financial regulations as suggested by CALC.

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

7.1 Complaints Procedure

7.2 Grievance & Disciplinary Procedures

7.3 Member/Officer Protocol

The Clerk had no alterations to suggest, and these were approved.

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

The Councilors debated what kind of asset village hall is. No objections to Risk Log and Asset Register and they were approved accordingly.

**9. To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday 29<sup>th</sup> April 2024**

These were approved and signed accordingly.

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

There were no updates.

**11. Correspondence received to date:**

Annual report from Memorial Gardens

Annual report from the Harbury Herald.

The Clerk is to send these to the Council.

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

**12.1** County Cllr Tony Miller

Resurfacing of Pump House Lane, gritting still to be done. The contractors have more work to do on the road outside the Pavilion – should be done this summer or certainly this year. The Council discussed how weather conditions and social events can impact surfacing.

**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.

No plans this month.

**13.2** Planning applications approved by Wychavon

Location: Earls House, Earls Common Road, Stock Green, Redditch, B96 6SY Application No: W24/00449 was granted.

**13.3** Planning applications refused by Wychavon.

None to date of agenda.

**14 Finance**

**14.1** Monies received to the Parish Council this month

Nothing received this month.

**14.2** Payments requested and submitted to the Parish Council

The Council approved the invoices for payment.

**14.3** The internal auditors report for 2023-24 was noted and it was suggested that a carbonized cash book be used for cash payments.

**14.4** The Council approved and signed the Annual Governance statement for 2023-24.

**14.5** The Council approved and signed the Accounting Statements for 2023-24.

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

**15.1** Parish Maintenance.

Installation of memorial bench discussion – location to be confirmed. This bench in memory of Ann Checkley has been agreed by the council and is being paid for by the

applicant. They would like it placed on the recreation ground or near to the pavilion or courts close bungalows. A precise location be agreed.

Chris Cooke to be asked (by MAB) to remove the hedge cuttings from bonfire.

**16 Highways and any Police matters:**

16.1 To discuss any highways issues/accidents reported locally.

Local cyclist was hit by a Land Rover.

Tony Miller noted that it should be possible to get info from the Hanbury VAS on speeding drivers.

**17 Mobile signal improvement project**

Presentation by MB on behalf of Atlas Tower for Parish Council consideration and agreement of support.

- Atlas is a private company.
- They seek out areas which are badly served by mobile coverage.
- They contact councils for permission then approach landowners for a place to put their mast.
- Atlas then sells 'space' on the mast to mobile phone companies.
- It is proposed that Hanbury asks Atlas to erect a mast.

**Atlas presentation document 1 (April 2024)**

- The Mast would also serve Earls Common.
- The Council discussed the visual impact of the mast.
- RT asked if there were any health implications to having the mast in the village. MAB will ask this question of Atlas.
- TM said he believes a mast is comparable to a very low power microwave. He says you can't say there's never a danger, but we won't know for a few years down the road the 'true facts.'
- MAB pointed out that the two preferred locations aren't near housing or schools.
- TJ said the biggest concerns will be the visual impact of a tall mast in Hanbury.
- The Council talked about the huge reliance on mobile phones now – and the need for them in emergencies.
- TM explained that Atlas are unlikely to be denied planning permission – you need a good planning reason to reject to a mast (just not liking the idea of it isn't sufficient reason)
- Atlas has not identified the land-owners, and the land-owners need to give permission before their details are shared.

**18 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.

RT discussed the issue of a house which has been flooded – and which needs ‘ditching’. There’s some friction as to who should pay for this (although the County Council have paid for some of the ditching). Rosie mentioned that Hanbury Estate own some of the relevant land and Rosie’s mediating with this action.

Pavilion meeting yesterday – CM will send Clare Shinner the minutes. AB will send Clare £12.50 bill for Pat Testing.

AB asked if gardeners could chop off part of Memorial Gardens hedge near houses, on Hanbury Road, as brambles are blocking the way on pavement.

NC mentioned there’s a large pile of tyres by the pavilion. Possible fire hazard.

**14 Date of next meetings**

June 24<sup>th</sup> 2024 and July 29<sup>th</sup> 2024, the Council does not usually meet in August –

CM apologies re July 29<sup>th</sup>.

MAB apologies June 24<sup>th</sup>

*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