You are duly summoned to the meeting of Hanbury Parish Council (HPC) to be held on Monday 26th October 2026 which will be held

in Hanbury Pavilion at 19.30hrs.

1. Apologies for absence

To receive apologies for absence and to approve reasons for absence.

2. 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.

3. To consider the approval of the minutes from the last Parish Council Meeting that was held on 3rd August 2026 and to approve the minutes of the meeting of the finance committee held on the same date.

Public Question Time

The Parish Council meeting is closed for public question time and reopened after.

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.

4. Progress reports from the previous minutes for information.

5. Correspondence

Please note that three councillors have not returned their declaration of interest form.

6. County and District Councillors Reports:

6.1 County Cllr Tony Miller.

6.2 District Cllr Nick Dawkes.

7. Planning:

7.1. 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.

Application Number : W/26/02312/CLE
Location: Buncroft Farm, Pumphouse Lane, Hanbury, Droitwich Spa, WR9 7EB
Description of Proposal: Application for Lawful Development Certificate Existing use of site for Steel Fabrication (use class B2)

Application Number : W/26/02309/AGR
Location: The Old Church House, School Road, Hanbury, Bromsgrove, B60 4BT
Description of Proposal: Erection of an agricultural storage building and workshop building.

Application Number : 26/01760
Location: Shepherds Lodge Tyrells Lane Lower Bentley Hanbury B60 4HX
Description of Proposal: Change of use for the siting of two log cabins for holiday accommodation and provision of ancillary parking - (Variation of condition 3 Ref. 20/00639/FUL)
The Parish Council considered this application and made the following comments. Whilst the Parish Council are sympathetic to the issues noted, they feel that in planning terms this should be a refusal. If permission is granted, could it be limited to 5 years.

W/26/02292/DEM
Location: Middle Hollowfields Farm, Hollowfields Road, Hanbury, Redditch, B96 6RL
Description of Proposal: Demolition of small steel framed barn and lean to section attached to dutch barn.

7.2 Planning applications approved by Wychavon

Planning Ref: W/26/01842/HP
Proposal: Erection of timber framed single garage to be sited to left of current driveway.
Location: The Old Barn, Broughton Green, Hanbury, Droitwich Spa, WR9 7ED
The parish council had previously given no objection to this application.

Planning Ref: W/25/01210/FUL
Proposal: Siting of field shelter/loosebox (retrospective)
Location: Land Off, Hill Lane, Hanbury

Planning Ref: W/26/00513/FUL
Proposal: Replacement Self-Build Dwelling & Outbuilding
Location: Elm Tree Cottage, Hanbury Road, Hanbury, Bromsgrove, B60 4AX

7.3 Planning applications refused by Wychavon

Planning Ref: 26/02005/GPDQ
Proposal: Notification for Prior approval for the proposed change of use of agricultural buildings into 10 dwellinghouses (Class C3) and associated operational development.
Location: Middle Hollowfields Farm Hollowfields Road Hanbury Redditch B96 6RL.
The parish council had previously objected to this application.

W/26/01701/HP
Proposal: Proposed side extensions and detached garage
Location: Greencroft, Droitwich Road, Hanbury, Bromsgrove, B60 4DB

8. To Receive Reports and discuss matters regarding.

8.1 Village Hall Management Committee and Byways

- Replacement of back door.
- Future funding requests, raking out and re pointing brick joints the rear wall of (of committee room). Damp is becoming an issue on this wall.

8.2 Tree inspections around the parish.
Two quotes for the recommended works have been asked for. See att docs.

8.3 Pavilion

- Emergency alarm in Pavilion toilet done and tested with thanks to Neil and Mandy Cook. It works when the alarm is pulled but will go off when the cord is let go. This should not be the case really the alarm should keep going and a third party cancels the alarm after checking on the occupant. It is noted that this is not seen as a major issue as alarm is sounding in the main room so hope someone would hear it.

8.4 Recreation ground

- Memorial bench on the Recreation Ground update.
- Resurfacing the car park.
- Hedge cutting incident – Clerk to report to Council.
- A swing hazard was reported and CC attended and rectified.

8.5 Memorial Gardens
New trustee and activity report.

8.6 Planter on Droitwich Road

- C Cooke is to take over the planting of this planter and Ange Burnett and Gary Wilkes have kindly volunteered to keep it watered.
- Planter in need of replacement on B4091 although CC has fixed it for the time being.

8.7 Rural signs noted as having been removed – see email. Clerk is awaiting feedback from the countryside dept at WCC.

9. Finance Appendix A

9.1 Monies received to the Parish Council since the last meeting.
Wychavon DC Precept and Grant for second half of 2026-27 £18,200
Pavilion payments for hire of facilities also received. See BvA for breakdown.

9.2 Payments requested and submitted to the Parish Council
To consider payments to be made as below.

Clerk Salary, HMRC tax NI and Pension for August, September and October 2026 Confidential

Eon Direct debit for pavilion heating for July	£71.22
Eon Direct debit for pavilion heating for August	£161.33
Eon Direct debit for pavilion heating for September	£54.98
R Barnett Cleaning of the Pavilion, from 31 July to 8 October incl	£187.50

E Evans Items for the pavilion	£12.56
L Strobel hedge cutting on the Recreation ground. 6/10/26	£480
EE mobile phone direct debit payment for August, September and October.	@£37.29
Water Plus water to pavilion March to October 2026	£59.79
Lloyds Bank service charge monthly August to October 2026	@£4.25
(Currently the Water Plus account is still in credit due to over-payment in 2025-6)	
Hanbury Village Hall. Fire extinguishers pavilion check	£319.87
Chad and Co Payroll and HMRC submissions for 2026-27	£375
AI Media and Design SSL Certificate	£35
Wychavon DC - waste collection at the pavilion	£120.51
Poppy wreaths for Memorial Gardens and Hanbury Church from HPC	£60
A Cook – items for the pavilion	£11.64
Cathedral Leasing. Items for pavilion paid quarterly	£77.98
Adrian Hope Tree services. Inspection of HPC trees September 2026	£384
PKF Littlejohn External audit payments for 2026-27	£378

9.3 Bank reconciliations for August to end October 2026 to be considered.
9.4 Clerk has booked 3 finance training sessions and they are £35 each. One session to be paid for by Hanbury Parish Council if the Council approve.
9.5 Independence and competence of the internal auditor is to be assessed by the Parish Council. The Clerk has examined the paperwork and is happy that the new internal auditor is independent and competent.
9.6 Budget v Actuals for second quarter of 2026-27 to be examined
9.7 Budget for 2026-27 to be considered. Reserves as previously recommended are set at between £15,000 and £25,000.
9.8 Closure of audit 2025-26.
9.9 Other finance issues to be considered.

10 Parish Lengthsman and parish maintenance issues.

10.1 Parish Maintenance.
10.2 Parish Lengthsman scheme

11 Highways and any Police matters:

11.1 To discuss any highways issues/accidents reported locally.

12 Parish Councillors' and Clerk 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.
Clerk report on SAR received in August 2026

13 Date of next meeting

October 26th 2026
November 30th 2026
No meeting in December 2026

The Clerk to Hanbury Parish Council is C Shinner and can be contacted on 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
Cty Cllr – County Councillor
Dst Cllr - District Councillor
HPC – Hanbury Parish Council
RG – Recreation ground
VHMC – Village Hall Management Committee
HPC Councillors
MAB – Mark Bishop, NC – Neil Cook, TJ - Tony Johns, IF – Ian Few,
RT – Rosie Terry, RR - Roy Raxter, SS Sarah Sproule. AB - Ange Burnett.
AM – County Councillor A Miller
ND – District Councillor N Dawkes

Actions from August 2025

6.1 County Cllr Tony Miller.

- To note that the 20MPH at the school has not been operational for the last 12 months. (The sign that is visible as you approach from the Jinny Ring) TM to investigate this.
- TM also to ask at County for the mobile signal data in and around Hanbury from the refuse collection lorries.

8.1 Village Hall Management Committee and Byways

- Replacement of back door quotes being investigated and SS is to provide one.

8.2 Tree inspections around the parish. The Clerk has asked A Hope for a quote and the Council approved that this quote be accepted and the trees assessed.

8.3 Pavilion

- NC noted that the batteries in the alarm have been replaced and the emergency cord also needed replacing.

8.4 Recreation ground

- New memorial bench on the Recreation Ground. Has been agreed and will be ordered and placed by the pavilion. Clerk
- Resurfacing the car park at the Recreation Ground is to be done in September. RT
- The hedge laying at the Recreation ground is to be done in September. RT

8.5 Memorial Gardens

- New trustee and activity report. The Clerk has received all the documentation and is working towards updating it.
- The gate is broken and the Clerk will ask Chris Cooke for his opinion on what to do.

11 Highways and any Police matters:

The Clerk emailed police to ask for update on traffic calming measures so that the community speed watch scheme can go ahead.