

# HARVINGTON PARISH COUNCIL.

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Clerk Mrs. N. Holland – Tel: 07746948392  
Morton Wood Farmhouse, Morton Wood Lane, Abbots Morton, WR7 4LU.  
Email: [clerk@harvington-pc.org.uk](mailto:clerk@harvington-pc.org.uk) Website: <https://www.harvington-pc.org.uk/>

**Councillors are summoned to the Ordinary Parish Council meeting on Wednesday September 13<sup>th</sup> 2023 at 7.45 pm to be held in the Village Hall, Harvington.**

**The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration.**

## AGENDA.

|                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| 1.                                                                                                                                                                                                                                                                                                                                                                                                  | <b>To consider apologies and to approve reasons for non- attendance.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2.                                                                                                                                                                                                                                                                                                                                                                                                  | <b><u>Interests/Dispensations:</u></b><br>a) <u>Register of Interests:</u> Councillors are reminded of the need to update their register of interests.<br>b) <u>To declare any Disclosable Pecuniary Interests</u> in terms on the agenda and their nature.<br>c) <u>To declare any Other Disclosable Interests</u> in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or any other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, <b>must</b> leave the room for the relevant items. <b>NB:</b> Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk <b>at least four clear days</b> prior to a meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 3.                                                                                                                                                                                                                                                                                                                                                                                                  | <b>To receive reports from</b> County Cllr., District Cllr. and the Police.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>The meeting will be adjourned for Public Question Time.</b> Residents are invited to give their views and question the Parish Council on issues on this Agenda, or issues for future consideration at the discretion of the Chairman. Members of the public <b>may not take part</b> in the Meeting. This period is not part of the formal meeting; brief notes will be appended to the minutes. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 4.                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Minutes:</b> To consider the adoption of the minutes of the meeting held on 19.07.23.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 5.                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Clerk's report:</b><br>a) <u>Parking issues, opposite Golden Cross PH:</u> Resident advised to contact Wychavon District Council and District Councillor.<br>b) <u>Trees felled at School.</u><br>c) <u>Training:</u> Cllr. Mr. Colebrook to attend Neighbourhood Plan sessions x 2.<br>d) <u>Village Hall Terms and Conditions:</u> To note.<br>e) <u>Wychavon District Council</u> is turning 50 next year and by way of celebrating the occasion the Chairman for this civic year, Councillor Robert Raphael, is tasked with visiting every parish in the district before our birthday next April. Meeting arranged to take place on a visit to talk about the progress of the Two Shires project with Cllrs. Mr. Colebrook and Ms. Smith on Wednesday 8th November .<br>f) <u>Social Media Policy:</u> Deferred to October meeting.<br>g) <u>Report from parishioner re Cleeve View Gardens trees removed from the Orchard on Crest Hill.</u> Part of the Harvington Conservation Area, although a large part of it has been incorporated into 3 private gardens. Two trees removed being part of the Conservation area. Resident reported to the District Council; Clerk emailed Officer for clarification. |

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|           | h) <u>Training</u> : Cllr. Mr. Colebrook to attend 2 Neighbourhood Plan sessions: Cllr. Mr. Salter to attend Chair Training 3 <sup>rd</sup> October 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>6.</b> | <b>Cllr. Reports:</b><br>a) <u>Two Shires Greenway project</u> : Cllr. Ms. Smith.<br>b) <u>Asset Inspections</u> : Cllr. Mr. Colebrook.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>7.</b> | <b>Council Matters:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 7.1       | <u>Talking Newsletter</u> : Request for articles to be used from the Newsletter in the Evesham area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7.2       | <u>Jubilee Orchard</u> : Update on the Notice Board.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7.3       | <u>Vehicle Activated Signage SWARCO signs</u> : To consider renewing the maintenance contract for both signs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 7.4       | <u>BT Kiosk</u> :<br>i) Report on Interior work. (Cllr. Ms. Smith).<br>ii) Monitoring the Kiosk.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 7.5       | <u>Playing field area</u> :<br>a) To consider request from parishioner re dogs in the field.<br>b) To consider replenishing bark on small multi play unit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>8.</b> | <b>Financial Matters.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 8.1       | To consider:<br>a) Schedule of payments and expenses.<br>b) Summary of Accounts to 08.09.23.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.2       | <u>External Auditor report for 2022/23</u> : Information on sections 1&2 of the AGAR is in accordance with Proper Practices and no other matters were brought to their attention.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 8.3       | <u>Revision of Balance &amp; Reserves Policy.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>9.</b> | <b>Planning Matters:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 9.1       | <u>To note applications dealt with by delegation</u> :<br>a) <u>W/23/01156/HP</u> – Longlands, Anchor Lane, Harvington. <b>Proposal</b> : Rear two storey extension to include a plant room, WC, extended landing & dressing room. Internal changes to ground and first floor. <b>Comments</b> : Nil.<br>b) <u>W/23/00729/FUL</u> Land at (OS 0525 4944) Village Street Harvington. <b>Proposal</b> : Erection of a dwelling. <u>Message from Planning Officer</u> : Having reviewed the application and consultation comments, it is noted that Harvington Parish Council raised concern in terms of off road parking provision. As a result, the proposed block plan has been amended to clearly demonstrate off road parking provision and turning area for the application site and the original host dwelling, which has received no objection from Worcestershire County Highways subject to conditions. Comment: 1. Only 2 parking spaces are shown instead of 3. 2. The Harvington Neighbourhood Plan is still in breach of Policy IH3. 3. Suggestion that the host building at the rear has a provision for parking. <b>Permission: Refused.</b> |
| 9.2       | <u>To note correspondence from Planning Authority</u> :                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | a) <u>W23/01255/HP</u> – 11 Myatts Field, Harvington. <b>Proposal:</b> Proposed front bay windows and porch openings alterations. <b>Permission granted.</b><br>b) <u>W/23/01206/HP</u> - 38 Hughes Close, Harvington. <b>Proposal:</b> Proposed rear single storey extension, to include new first floor window. <b>Permission granted.</b>                                                                 |
| <b>10.</b> | <b>To confirm dates and venue for Finance &amp; General Purposes Group meetings:</b> Tuesday 19 <sup>th</sup> September; 23 <sup>rd</sup> October 23; 5 <sup>th</sup> December; 6 <sup>th</sup> February 2024; 5 <sup>th</sup> March 2024.                                                                                                                                                                   |
| <b>11.</b> | <b>To report urgent decisions taken:</b><br>a) Triangle grass area corner of Myatts Field.<br>b) Trader application.                                                                                                                                                                                                                                                                                         |
| <b>12.</b> | <b>Confidential:</b> In accordance with Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press is excluded from the meeting during the consideration of the item set out below on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted: Consider security report of Orchard site. |

**Circulation: All members of the Parish Council; District and County Councillors.**

**Dated: September 7th 2023.**

**Signed: Mrs. N. Holland (Clerk).**

## **Supporting note to agenda for meeting plus Meeting notes\***

| <b>Min: No:</b>              | <b>Documents marked* Dropbox File circulated.</b> | <b>Position</b>           |
|------------------------------|---------------------------------------------------|---------------------------|
| <b>Agenda No: 4</b>          | Draft Minutes July*                               | <b>For approval.</b>      |
| <b>Agenda No: 6</b>          | Waiting on reports.                               | <b>For consideration.</b> |
| <b>Agenda No: 7.1,2</b>      | Meeting Notes.                                    | <b>For consideration</b>  |
| <b>Agenda No: 7.3</b>        | SWARCO quotes x 2.                                | <b>For consideration.</b> |
| <b>Agenda No: 7.5a/ 7.6a</b> | Meeting Notes.                                    | <b>For consideration.</b> |
| <b>Agenda No: 7.6b</b>       | Waiting on quote.                                 | <b>For consideration.</b> |
| <b>Agenda No: 8.1</b>        | AC Summary + Payment's schedule to be emailed .   | <b>For consideration.</b> |
| <b>Agenda No: 8.2</b>        | External Audit Closure.                           | <b>For consideration.</b> |
| <b>Agenda No: 12</b>         | Report to be circulated prior to meeting.         | <b>For consideration.</b> |