

# 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 11th September 2024 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.**

<b>1.</b>	<b>To consider apologies and to approve reasons for non- attendance.</b>
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<b>2.</b>	<b><u>Interests/Dispensations:</u></b> a) <u>Register of Interests:</u> Councillors are reminded to update their register of interests. b) <u>To declare any Disclosable Pecuniary Interests</u> in terms on the agenda and their nature. 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.
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<b>3.</b>	<b><u>Casual Vacancy.</u></b>
3.1	To note receipt of resignation from Mr. Hurdman.
3.2	To consider co-option following applications received for the Councillor Vacancy.

<b>4.</b>	<b><u>To receive reports from</u> County Cllr., District Cllr. and the Police.</b>
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<p><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.</p>
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<b>5.</b>	<b>To approve the Minutes of the Ordinary Parish Council Meeting held on 10.07.24.</b>
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<b>6.</b>	<b><u>Clerk's report:</u></b> a) <u>Ragwort in the Orchard area</u> reported to Contractor and cleared. b) <u>Urgent repairs to the surface of the swings area:</u> Repairs to the damaged wet pour surface under the swing completed and a new cradle seat installed on Jubilee Orchard swing. c) <u>Contractor inspected Orchard Place</u> yesterday and can confirm the weeds are 99% dead. There are a couple of places which were not able to be sprayed as parked cars prevented access to the gutter, these are very minor. d) <u>Email received from Bradley Thomas</u> circulated to members. e) <u>New Cllr Training Programme</u> circulated to members on 19.08.24. f) <u>Update from Lioncourt Developments re the Community Open Space:</u> Lioncourt have been trying to agree the maintenance sum with the LPA, once this is agreed, the community land can be transferred to the Parish Council. A colleague will be asked to prioritise to resolve the matter.
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g) Rooftop Housing Association have confirmed that the damaged wall adjacent to 18, Ragley Road, will be taken down along with the tree and replaced with concrete gravel boards and fence.

**7. Cllr. Reports:**  
a) Local Cycling Walking Infrastructure Plans, Evesham Public Engagement Exercise. Meeting held with Highway Officers. Notes circulated of Cycleway Meeting held on the 8<sup>th</sup> August 2024. (Cllr. Ms. Smith).  
b) Asset Inspection report (Cllr. Mr. Colebrook).  
c) Harvington Neighbourhood Plan update. (Cllr. Ms. Smith).  
d) Wychavon Area AGM + CALC Meeting. (Cllr. Mrs. Allison).

**8. Council Matters: to consider:**  
8.1 Defibrillator to be placed on streetlight post.  
8.2 Following resignation of Cllr., appointments required for the following: Staffing Committee; Weekly Inspection Orchard and Play Refurbishment Project.  
8.3 Correspondence received in regard to items raised at the July meeting: Deer and Gliders.  
8.4 Play Inspection Company: Inspection for 2025.  
8.5 Station Road: Notice Board.  
8.6 Harvington B4088, Ellenden, Golden Cross 30mph speed limit inconsistency raised by parishioner.

**9. Finance & General Purposes Group: to consider:**  
9.1 Revision of the following polices:  
a) Filming, Recording, Photography etc.  
b) Co-Option.  
c) Complaints Procedure.  
d) Health & Safety.  
e) Tree Management + Survey.  
f) Revision of Finance & General Purposes Group Terms of Reference.  
9.2 Quote from PD Hughes re maintenance work to play areas.

**10. Financial Matters: to consider the following:**  
10.1 a) Schedule of payments and expenses.  
b) Summary of Accounts to 09.09.24.  
10.2 Renewal of 3 year Insurance Policy for 2024-25 at a cost of £1039.06.  
10.3 External Audit: To approve revised paperwork and note report from External Auditor for 2023/24.  
10.4 Appointment of the Internal Auditor for 2024-25.  
10.5 Funding request: Fundraising for two separate trips with Girlguiding Midlands.  
10.6 Jubilee Orchard Land Lease: 10 years payment review.  
10.7 Printing of Newsletter: 3 quotes for appointment of new Printers.

**11. Highway issues:**  
a) Photos received from Cllr: Re poor road condition of Stratford Road sent to Highways. Response: Officer will attend the site and raise a request to resurface but it will not be a priority considering the traffic flow.  
b) Hedge corner of Village Street/ Evesham Road.

**12. Planning:**

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12.1	<b>To note applications dealt with by delegation:</b> a) <a href="#">W/24/01484/CLE</a> Anchor Meadow Bungalow, Anchor Lane, Harvington. <b>Proposal:</b> Certificate of lawfulness for the existing occupation as a residential dwelling in breach of Condition 1 which required the property to be removed after 5 years. <b>Comments:</b> Nil.
12.2	<b>To note the following Planning Correspondence received:</b> a) <a href="#">W/24/00935/HP</a> - Stoneleigh, Station Road, Harvington. <b>Proposal:</b> Erection of a free-standing prefabricated garden building on the frontage lawn. <b>Decision:</b> Refused. b) <a href="#">W/24/01230/ADV</a> – Coach & Horses, Station Road, Harvington. <b>Proposal:</b> Illuminated and Non-illuminated signs to exterior of the building and 4 no. floodlights. <b>Decision:</b> Refused. c) <a href="#">W/24/01397/HP</a> 3 Finch Lane, Harvington. <b>Proposal:</b> Proposed enlargement of existing bay window to the principal elevation, together with single storey rear extension. <b>Comments:</b> It is noted that the new bay window appears to protrude beyond the building line. No further comments. <b>Permission granted.</b>

<b>13.</b>	<b><u>Correspondence received.</u></b>
13.1	<u>Police Crime Commissioner Questionnaire completed:</u> Emailed to all Cllrs. One response returned and item submitted.
13.2	<u>Electric Vehicle Charging Infrastructure (EVCI) Strategy for Worcestershire Consultation exercise.</u> Circulated to members – no feedback received. Consultation extended to 24 <sup>th</sup> September 24.
13.3	<u>Wychavon District Council - Consultation on Revised Statement of Principles Under the Gambling Act 2005.</u> No feedback received from members.
13.4	<u>Cllrs response in relation to emails:</u> All members need to respond to the Clerk in regard to emails and inform the Clerk when on annual leave. In future all correspondence will be sent by email to reduce the Council's carbon footprint in line with Wychavon District Council Policy; Any email sent by a Cllr to another external body is to be copied to the Clerk.

<b>14.</b>	<b>To note urgent decisions taken:</b> a) Website <a href="http://harvington-pc.org.uk">harvington-pc.org.uk</a> is due for renewal next week. Agreed to move to a <a href="http://.gov.uk">.gov.uk</a> domain. A grant of £100 + VAT available from the Government, to go towards the costs, applied for by Website Manager, allowing for 3 years of the domain for £10 + VAT once the grant is accounted for. b) Urgent repairs of £370+ VAT to the wet pour surface of the swings area and ii) the cost of the replacement cradle seat at the Orchard £220.00+vat.
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**Circulation: All members of the Parish Council; District and County Councillors.**

**Dated: September 5th 2024.**

**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>Agenda No:3.2</b>	Applications received for Co-Option.*
<b>Agenda No: 4</b>	Draft Minutes July*
<b>Agenda No:7b</b>	Asset Inspection*
<b>Agenda No: 8.1</b>	Defibrillator Photo*
<b>Agenda No: 8.3;8.6;10.6;10.7:10.8</b>	Meeting Notes*
<b>Agenda No: 9.1</b>	Revision of Finance & General Purposes Group T&C.*
<b>Agenda No: 9.2</b>	Quote for play area maintenance work.*
<b>Agenda No: 10.3</b>	Revised External Audit paperwork.*