



GREAT WITLEY & HILLHAMPTON PARISH COUNCIL

FULL COUNCIL MINUTES 19th March 2026

Present: Cllrs P Trow (Chairman), C Dermeitzel (Vice Chairman), B Dallow, D Trow, F Chapman, D Danks

In Attendance Cllr Bowen, PCSO L Durrant

Clerk: Rachel Lambert

Members of the Public: – Thirteen public members

25/102. Apologies

Cllr C Jones – Unwell

25/103. Declarations of Interest

None.

25/104. Minutes

The minutes of the meeting on 15th January 2026 were **agreed** as a true record and signed by the Chair.

25/105. Public Participation

- PCSO Durrant thanked the Parish Council for submitting the quarterly three priorities.
- Member of public asked if any progress had been made towards moving the current speed restriction through the village to 20mph. Concerns raised of families walking to and from school. Cllr Bowen responded that canvassing was still ongoing. The Chairman reiterated that the Parish Council had been working for a very long time with the County Council on this. Cllr Bowen suggested that the Parish Council and the local School to raise the issue again on the Worcestershire County Council portal.
- Member of public asked why was The Chantry School allocated the S106 grant monies rather than to the local Primary School in Great Witley? Cllr Bowen replied would try to find this information and respond.
- Member of public associated with Corner Meadow confirmed that the Trust would not be selling to Great Witley Village. This item was removed from the agenda.

25/106. District and County Councillors' Reports

Report from County Cllr to be circulated. No report from District Councillor.

25/107. Clerk's Report

- Letter prepared for Surgery regarding broken fencing.
- IT Policy had been drafted. To be reviewed at next meeting.
- VAT Return had been completed and monies received.
- Grit Bin in car park a request to have it moved away from the entrance had been acknowledged by Highways.
- Quotations to have the pot holes filled in to entrance of the car park.
- Follow up with Worcestershire Regulatory Services of the ice cream van using the car park.

25/108. Village Hall Management Committee and Maintenance of Bowens Field

(Cllr B Dallow, Cllr P Trow)

A talk on the Shelsley Walsh water mill was taking place. Regular film nights and coffee mornings. The work on restructuring the sleeper wall at the Quartergreen and play area was being looked into. Do not climb safety signs had been ordered for the sports pavilion to deter youngsters from climbing onto its roof.

25/109. Lengthsman and Footpaths (Cllr C Jones & Cllr F Chapman respectively)

Nothing to report. All Lengthsman duties going well.

25/110. Neighbourhood Development Plan

Cllr Chapman reported that the NDP had been sent to the Inspector and would be adopted by three relevant District Councils in the next six weeks. No more grants would be available if further work was to be undertaken. The Parish Council would require future funding or if costs too high would have to consider abandoning the project.

25/111. War Memorial

The Clerk confirmed now waiting upon decision from the Planning Department of the planning application. Discussions had been held with the Church if the hedging surrounding the war memorial could be reduced in height. This was being considered and suggestions to come forward. The Parish Council received a letter from a relative whose Great Uncle is mentioned on the memorial and his war grave in the cemetery and offered a donation towards the cleaning of the war memorial.

25/112. Village Hall Car Park

Cllr Dallow to confirm if local help would be available for siding out the car park.

Cllr Chapman reported that a draft letter was prepared to send to both the School and Surgery regarding future maintenance of the car park usage; as it was used on a regular basis by both parties. Costs were discussed of white lining the car park. Cllr Bowen commented that a written request from the Parish Council should be submitted to consider a donation from Divisional Fund towards the costs. A question was raised whether the County Council still contribute for the school buses using the car park. Action: Clerk

25/113. Defibrillators

The Clerk confirmed that all the three defibrillators were now up and running. All were now on the Parish Council website and The Circuit would be updated with information. All three defibrillators would be checked on a monthly basis by a Parish Councillor to check all working satisfactorily. The defibrillators would be checked annually. A new defibrillator was ordered and replaced the one at the Esso Garage. It was recommended that a new casing should be ordered as the current one was not suitable. This would require electricity. The Parish Council would write to Esso Garage if this could be considered. Action: Clerk

25/114. Worcestershire Waste Local Plan

A consultation had been received and notices displayed for residents. Cllr Danks agreed to complete the consultation on behalf of the Parish Council.

25/115. Planning

a. To **note** the PC response to the following applications under delegation:

i) **Application:** M/25/01934/LB

Proposal: Enamelling of engraved letters; step repair including cleaning damaged stone and installing stainless steel bars into pre-drilled holes.

Location: Great Witley War Memorial, Worcester Road, Great Witley

PC Comments: Supports the application.

ii) **Application:** M/26/00233/FUL

Proposal: Widened field access and gates (retrospective)

Location: Land at (OS 7747 6552), Hillhampton, Great Witley

PC Comments: Objects to the application. The gates are wider than is necessary for their agricultural needs.

iii) **Application:** M/26/00014/FUL

Proposal: Temporary vehicular access off Stourport Road, (serving the Bloor Homes residential site) for a period of 3 years)

Location: Land at (OS 7566 6597), Worcester Road, Great Witley

PC Comments: Supports the temporary vehicular access off Stourport Road, however would wish to enforce the planning condition keeping site traffic off Stourport Road.

iv) **Application:** M/26/00228/CLE

Proposal: Certificate of lawfulness for the existing development and use of a dwelling and land used in association with it as a garden, not in accordance with planning approval MH 1988/86 granted on 12th November 1986.

Location: Penlake House, Structons Heath, Great Witley, Worcester, WR6 6JA

PC Comments: No Comment

v) **Application:** M/26/00050/HP

Proposal: Proposed extension, alterations and new garage (to include removal of existing dilapidated outbuildings)

Location: Ebor House, Worcester Road, Great Witley, Worcester, WR6 6JT

PC Comments: The development is large and the garage should remain on the same footprint of the existing site and not become a stand alone property to the site. It would be preferable to maintain the original timber framed style of architecture, as the three black and white houses were part of the Witley Court estate and would be appropriate to retain the existing style.

b. To **note** the following decisions made by the planning authority:

i) **Application:** M/25/01723/FUL

Proposal: Construction of a replacement dwelling. Variation of condition 2 of M/24/00320/FUL

Location: Ardachie Slyng, Worcester Road, Great Witley, Worcester, WR6 6HP

MHDC Decision: **Approved**

ii) **Application:** M/25/00810/RM

Proposal: Reserved matters relating to layout, scale, appearance and landscaping (pursuant to outline planning permission reference M/23/01309/OUT allowed on appeal APP/J1860/W/24/3350677) for 90 dwellings along with associated drainage, highway and green infrastructure.

Location: Land at (OS 7566 6597), Worcester Road, Great Witley

MHDC Decision: **Approved**

25/116. Discuss Street Naming (Bloor Homes)

The developers had asked the Parish Council to consider three new names for the roads on the site. The street naming team had agreed to Knoll View that had already been submitted. Two further names were Ranscombe Way and Queen Adelaide Way; these names would be put forward for consideration.

25/117. Finance & Governance (RFO)

- a. The bank reconciliation to 31/01/2026 & 28/02/2026 was **approved** against the bank statement and signed by the Chair.
- b. The budget/expenditure report to 28/02/2026 was **approved** and signed by the Chair.
- c. VAT Claim for 2024-2025 submitted and received.
- d. The following delegated and contractual payments were **approved** and initialled by the Chair:

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|---------------------|--|----------|
| R Lambert | Payroll – January 2026 | £488.56 |
| R Lambert | Reimbursement of AED Inspection Books | £26.97 |
| C Bunn | Lengthsman – January 2026 | £242.25 |
| Vodafone | Invoice for January 2026` | £7.00 |
| In2Out | Bowens Field Maintenance | £149.48 |
| Sevenside Defibs | Defibrillator/Battery Pack/Pads | £1556.40 |
| Sevenside Defibs | Servicing of Defibs | £180.00 |
| In2Out | Bowens Field Maintenance | £168.16 |
| C Bunn | Lengthsman – February 2026 | £255.00 |
| Worcestershire CALC | Third training fee – CiLCA Training | £156.00 |
| R Lambert | Payroll – February 2026 | £488.78 |
| C Bunn | Lengthsman – March 2026 | £195.50 |
| W Dallow | Reimbursement of post mix for potholes | £20.00 |

The following remittance advice was **noted** and initialled by the Chair:

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| WCC | Lengthsman scheme Jan 26 | £242.25 |
| HMRC VAT | VAT 2024-2025 | £424.99 |

25/118. Highways

The item of speeding covered under Public Question Time.

25/119. Correspondence

The following items were noted:

- Email received re: potholes in car park
- Email received re: disruption of ice cream van at village hall car park
- Confirmation of 2026-2027 Precept
- Update from SALC – Changes to Statutory Sick Pay
- Letter to Westerfield College – Lighting Issue on Playing Courts
- Letter of condolence to family of Geoff Goodman
- MHDC Local Government Reorganisation Consultation
- Helping to shape the future of Great Witley Church
- Consultation on Proposed Changes at Great Witley CE Primary School
- Consultation from Bloor Homes of Street Naming
- Letter received from a family member who is listed on the War Memorial

The Clerk to respond to the consultation proposal from the Primary School – support the application.

25/120. Councillors' reports and items for future agenda

No items to raise.

Agenda Items:

- Annual Parish Meeting and Annual Meeting to include end of year Financials
- War Memorial
- Defibrillators
- Car Park

25/121. Date of next meeting

The date of the next meeting was **confirmed** as scheduled for Wednesday 13th May 2026, 7.30pm.

25/122. Confidential Items

The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) allows the Council to exclude the public and press from items prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This includes items such as HR and where data protection must be observed.

Nothing to report.

Meeting ended – 8.20pm

Signed:

Date: 13th May 2026

Chairman