

# KIDDERMINSTER FOREIGN PARISH COUNCIL

CHAIRMAN:

Councillor Mr. B. Phillips

*Tel: 07760450567*

CLERK TO THE COUNCIL:

Mrs E. Whitehouse

*Tel: 01562 916355*

*Mobile 07709143293*

**Councillors are summoned to attend the**

## **ANNUAL MEETING of the** **PARISH COUNCIL**

to be held in **TRIMPLEY VILLAGE HALL** on

**MONDAY 19<sup>TH</sup> MAY 2025**  
**at 7.30p.m.**

Members of the public, police and press are welcome to join  
the meeting and raise matters with councillors  
in the public Open Forum at the start of the meeting.

County and District Councillors are also invited to attend.

Agenda attached.

**ALL PRESENT ARE EXPECTED TO OBSERVE THE COUNCIL'S**  
**CODE OF CONDUCT AND TREAT EVERY PERSON WITH DUE**  
**RESPECT**

Dated: 12<sup>th</sup> May 2025

*Elsie Whitehouse*  
**Clerk to the Council**

e-mail: [clerk.kiddfor.pc@googlemail.com](mailto:clerk.kiddfor.pc@googlemail.com)

**AGENDA FOR ANNUAL MEETING of the PARISH COUNCIL – 19<sup>th</sup> May 2025**

Police Matters and Public Open Forum

For Cllrs Info. Only.

**PARISH COUNCIL MEETING**

- |     |   |  |
|-----|---|--|
| 1.  | <b>Appointment of Chairman for 2025-26</b>  | (D)  |
|     | <b>New Chair to sign Declaration of Acceptance of Office and take presiding chair.</b>  |  |
| 2.  | <b>Apologies for Absence and Approval of Reasons.</b>   | (I) indicates that the item is for information; (D) indicates that it requires a decision) |
| 3.  | <b>Declarations of Interest / Dispensations :</b> a) Register of interests: Councillors are reminded of the need to update their register of interests; b) To declare any Disclosable Pecuniary Interest in items on the agenda and their nature; c) To declare any Other Disclosable Interests in items on the agenda and their nature d) Details of any dispensations submitted or requested. Councillors who have declared a Disclosable Pecuniary Interest or any Other Disclosable Interest must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence. Note: Members general disclosed interests can be found on the District website <a href="http://www.wyreforestdc.gov.uk/the-council/councillors-committees-and-meetings/town-and-parish-councils.aspx">http://www.wyreforestdc.gov.uk/the-council/councillors-committees-and-meetings/town-and-parish-councils.aspx</a> Could councillors please ensure that their Interests Declaration lodged with the Returning Officer is up-to-date. |  |
| 4.  | <b>Approval of the Minutes of the Parish Council meeting held 16<sup>th</sup> April 2025</b><br><small>Please consider for official approval, and Clerk will upload to the website.</small>   | Enc.<br>(D)  |
| 5.  | <b>Appointment of Vice Chairman for 2025-26</b>   | (D)  |
| 6.  | <b>Appointment / Confirmation of PROW Warden for 2025-26</b>  | (D)  |
| 7.  | <b>Appointment / Confirmation of CALC Representatives (2) for 2025-26</b>   | (D)  |
| 8.  | <b>Appointment / Confirmation of Tree Wardens, and regular Lengthsman Liaison</b>   | (D)  |
| 9.  | <b>Appointment / Confirmation of Village Hall Representatives and Blount Charity Rep.</b>   | (D)  |
| 10. | <b>Annual Chairman's Report re 2024/25 by Cllr. B Phillips</b>  | (I)  |
| 11. | <b>County &amp; District Councillors Reports –( if any)+ welcome to newly elected Ward Councillors.</b>   | (I)  |
| 12. | <b>Planning and Development Control.</b>  |  |
|     | <b>a. <u>New applications received for comment inc. up to date of meeting :</u></b>   | (D).Cllrs. to view plans prior to meeting.   |
|     | <b>25/0372/CLE Certificate of lawfulness for existing use as non agricultural dwelling since 2015 (Condition 2 of KR/0225/67) at Hoarstone Lodge , Hoarstone Lane, Trimpley</b>   |  |
|     | <b>b. <u>Update on previous outstanding applications</u></b>  | (I) Status as at 12th May for Cllrs.info. only.  |
|     | <b>23/0538/SCR Environmental Impact Assessment Screening Opinion Trimpley Reservoir, Eymore Green, Trimpley, Bewdley – Pending Decision</b>   |  |
|     | <b>24/0322/HOU Reconstruct former dovecote with glazed lean-to to create annex accommodation, including link extension to main dwelling at: Hoarstone Farm Trimpley – Pending Decision</b>  |  |
|     | <b>c. <u>Compliance Issue matters and Appeals – :</u></b>   |  |
|     | <b>i) Oak Meadow Farm (Off Honeybrook Lane) - Appeal 24/008 Lodged re Enforcement</b>   | (I)  |
|     | Notice served – Decision awaited  |  |
|     | <b>ii) 4 Honeybrook Cottages, Bridgnorth Road, Kidderminster – Appeal Ref APP/R1845/W/25/3359910 against refusal of 24/0767 Change of use of land to form extended domestic curtilage + garage extension - Decision awaited</b>   |  |
|     | <b>Enforcement – Enforcement – any update re Northwood Farm</b>   |  |
| 13. | <b><u>Progress Reports / Matters</u> Arising from previous minutes, as required, and which may have been addressed in Ward Councillor's reports, but to include:</b>  | (I & D)  |
|     | <ul style="list-style-type: none"> <li>• KFPC/District Council – July meeting – ideas.</li> <li>• Roadside Hedge – Habberley Lane, adjoining Habberley Park.</li> <li>• Bus Service over Trimpley</li> <li>• Procurement of Metal Backing Board for Noticeboards – work undertaken by Cllr. Roberts</li> <li>• Severn Trent reinstatement works.</li> </ul>   |  |
| 14. | <b><u>Community Governance Review</u> – with poll results re Habberley Park Development</b>   |  |
| 15. | <b><u>Casual Vacancy</u> – If no Poll is requested by 14<sup>th</sup> May, next steps to fill vacancy.</b>  | (I & D)  |
| 16. | <b><u>Lengthsman &amp; ROW matters</u></b>  |  |
|     | <b>Lengthsman – Confirmed Contract for 2025/26 &amp; approval of April Invoice + copy of Insurance.</b>   | (D)  |
|     | <b>Rights of way - to include comment made re <b>Creation of Several New Footpaths to the rear of Ferndale and houses in Low Habberley</b> + Seasonal Growth clearance.</b>   | (I)  |
| 17. | <b><u>Financial Reports</u></b>   |  |
|     | <b>a) Payments – April Lengthsman Work - £204: Reimbursement Cllr. Holford re detachable sign – as applicable;</b>  | (D)  |
|     | Reimbursement Cllr. Roberts re Metal Backing Boards and Noticeboard equip - £215.82; Zurich Insurance – Annual renewal premium - £420.76 : T. Stanley – Internal Audit Fee - £75.00   | (D)  |
|     | <b>+ Councillor assigned to sanction on-line.</b>   |  |
|     | <b>b) Audit details – Inc. Internal Auditor's report and notification of period for public to exercise inspection rights (Inc. Notices for display).</b>  | (I)  |
|     | <b>c) Banking – Electronic banking – sign-on progress of signatories</b>  |  |
| 18. | <b><u>Worcestershire CALC Reports and Notices</u></b>   | (I & D)  |
|     | <b>a) Digital and Data Compliance – quote for transition, and discussion on options.</b>  |  |
| 19. | <b><u>County and District Council, and Other Correspondence</u></b>   | (I & D)  |
|     | Request to SVR to instigate precautions to avoid embankment fires.  |  |
| 20. | <b><u>Road Accidents</u></b>  | (I)  |
| 21. | <b><u>Other matters</u></b>   |  |
|     | Any other business if of an urgent nature + confirmation of date of next meeting – <b>16<sup>th</sup> June 2025</b>   | (D)  |