

**KIDDERMINSTER FOREIGN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held in Trimpley Village Hall on Monday 21<sup>st</sup> July at 7.30pm**

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| <p><b>Present</b> Councillor Mr. B. Phillips<br/> Councillor Mr. S. Leigh<br/> Councillor Mr. C. Holford<br/> District Councillors P Harrison &amp; J Byng<br/> 3 members of the public were present.</p> | <p>Councillor Mr. R. Roberts<br/> Councillor Mrs. S. Thompson<br/> Councillor Mr. C. Grainger<br/> Councillor Mrs. E. Nolan-Thompson (from item 5.)<br/> Mrs E Whitehouse (Clerk)</p> |
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**Police Report:** Police were not present. Clerk read out a report which had been sent, the only matter of note being an attempted break in at a garage in Trimpley Lane, Shatterford.  
**Public Open Forum** – A member of the public stated that he was going to a talk on 8<sup>th</sup> August being given by the Fire Brigade. If there was a Q&A session, he asked if there were any queries the Parish Council would like to be raised. Cllr. Holford said he would like exact locations of all fire hydrants in the parish and details of any maintenance schedule.

1. **Apologies For Absence:** Received from County Cllrs. D. Morehead and J. Shaw.

2. **Declarations of Interest/Dispensations:** Interests as previously minuted and declared on the central register. Cllr. Holford expressed an interest in one of the candidates who had applied to be co-opted, and would leave the room during that item on the Agenda.

3. **Approval of the Minutes** The minutes of the Parish Council Meeting held Monday 16<sup>th</sup> June 2025 were approved and signed with a small amendment.

4. **Co-option of Candidate to fill Casual Vacancy, including interviews and voting**  
*(Councillor C. Holford left the room at this point, and took no part in the co-option or any prior interaction with candidates).* The order of interview was established by the drawing of a name with Mrs. Elise Nolan-Thompson going first. The two candidates were duly interviewed by the remaining 5 Councillors, and a vote taken following the interviews. By a majority vote, Mrs. Elise Nolan-Thompson was duly elected to fill the casual vacancy, signed the Declaration of Acceptance of office, was welcomed by the Chair, and invited to join the meeting. The Clerk supplied an Information file, including the forms requiring completion concerning Declaration of Interests, an induction booklet, Code of Conduct, and Standing orders. Mrs. Nolan-Thompson agreed to provide a photo for insertion onto the website and for the newsletter.  
Mrs Nolan-Thompson joined the meeting at this point – and Cllr. C. Holford rejoined the meeting.

5.. **County and District Councillors' Reports -**

**County Councillors' reports :**

**Councillor Jenny Shaw was unable to attend the meeting, but sent the following report:**

*"First of all I would like to apologise for my absence tonight and I would like to wish both applicants for the casual role on the Parish council good luck.*

**Speed limit on Hoarstone lane**

*My liaison officer has met with the Traffic management team and provided them with the data from the latest speed survey and accident report information so that they consider whether the current speed limit on Hoarstone/ Trimpley Lane is suitable.*

**Buses down Trimpley Lane** I can clarify that the Select bus company has confirmed that they do not currently have any smaller buses in their fleet.

**Trimpley Lane Road Surface break up.** *After yet another section of road deteriorating, I requested some sort of warning was put in place to prevent anyone driving over this part of the road. So, you can blame myself for the temporary traffic lights that were put in place and as I write this report the structural repair is underway.*

**Roadside / verge overgrowth on Habberley Lane**

*I am pleased to say that the hedges that run alongside the new housing development on Habberley Road have now been cut back so there is no interference with the road or carriageway. The developers have been asked to monitor the hedge going forward to prevent issues with the carriageway in the future.*

**County Council News**

*On Thursday 10th July the county council unanimously agreed to the expansion of the Worcestershire on Demand Bus Service, we should see the scheme rolled out to the Wyre Forest District by the end of the year. I do not know how this will look at present which places within our district will be placed as points of interest. For those who are not familiar with the service, Worcestershire on Demand (WoD) offers an alternative transport option to fixed route public transport services. It helps people make essential local journeys within a defined*

*area and offers residents and visitors transport within a zoned area and to specific places of interest outside of the zone. The service can also provide journeys to connecting transport services, such as other local buses or to local train stations. Worcestershire on Demand allows passengers to book on to the service from an app.*

*Passengers can request transport for a specific time or to arrive at their destination at a specific time and this will give a selection of boarding times available. Transport will collect the passenger from a designated pick-up point and will drop off at the required location. Unlike fixed route bus services, the service is flexible depending on the destinations and collection points. A full priced ticket is currently £2.50.*

Comment was made that "Diverted traffic signs" had been left behind in Trimpley, even though works had now been completed. Clerk to ask Cllr. Jenny Shaw to contact the contractor to get these picked up.

**District Councillors' Report & District discussion:**

*Vintage Rally signs disappeared. Done show for 25 years, put signs out etc. Sign on garden fence. Council removed a lot of the signs. Highways can take down even if just visible on the road. Bovis houses sign no permission.*



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| 6. | <p><b><u>PLANNING AND DEVELOPMENT CONTROL:</u></b></p> <p><b>a) New Planning applications:</b> None received as at date of meeting.</p> <p><b>b) Update on Previous applications:</b><br/> <b>23/0538/SCR</b> Environmental Impact Assessment Screening Opinion at Trimpley Reservoir, Eymore Green, Trimpley, Bewdley - <b>Pending Decision.</b><br/> <b>25/0372/CLE</b> Certificate of Lawfulness for Existing use as non-agricultural dwelling since 2015 – Hoarstone Lodge, Hoarstone Lane, Trimpley – <b>Permission Granted.</b></p> <p><b>c) Compliance Issues/Appeals and other planning matters –</b></p> <p>i) <b>Oak Meadow Farm (Off Honeybrook Lane) - Appeal 24/008 Lodged re Enforcement Notice served –</b> Decision awaited</p> <p>ii) <b>4 Honeybrook Cottages, Bridgnorth Road, Kidderminster –</b> Appeal Ref APP/R1845/W/25/3359910 against refusal of 24/0767 Change of use of land to form extended domestic curtilage + garage extension – <b>Appeal dismissed.</b></p> <p>iii) <b>Hill Farm –</b> Horses are still in evidence in large numbers.</p> <p>iv) <b>Northwood Farm –</b> Enforcement information – no further matters were due to be enforced - if any concerns arose, the Parish Council could contact the Enforcement officer - otherwise minute closed.</p>  |
| 7. | <p><b><u>Progress Reports and other Outstanding Items</u></b></p> <p><b><u>Highway Matters</u></b></p> <ul style="list-style-type: none"> <li>• <b>Roadside Hedges – Habberley Lane –</b> (See County Councillor's report as above).<br/>Councillor commented that only part of the hedgerow had been cut back, and asked if Clerk could contact Cllr. J. Shaw to ask if there was any indication when this would be completed.</li> <li>• <b>Bus Service (297) through Trimpley –</b> (size of buses) (See County Councillor's report as above).<br/>Although the bus company said they could not put on a smaller-sized bus as they did not own any. Could bus drivers please be more courteous, and drive suitably for the narrow lanes, particularly in the vicinity of the local school. One possibility would be for parents to mention this to the Headteacher, with a possible request for a 20mph limit outside of school.</li> <li>• <b>Provision of a Defibrillator in Low Habberley –</b> Clerk had contacted Community Housing to see if a suitable building near to their properties in Valley Close could be used to mount a defibrillator for use in Low Habberley. She was awaiting a response in connection with this.<br/>In respect of <b>Defibrillator usability</b>, Clerk drew members' attention to the fact that these machines had expiry dates on the pads, and as such should be checked in respect of being in working order. It was unclear whose responsibility this was, as the Parish Council did not, nor list these as their assets. It was decided that the Clerk should make contact locally about the current usability of the defibrillators, and questions were raised about the possibility of arranging another training session. Crundalls Lane defibrillator was paid for from a community event, and is sited on private property.</li> <li>• <b>Digital and Data Compliance –</b> email received advising that the switch over re the website and council email address was ready to commence. Clerk following up, but hoped that this would all be set up by the August meeting.</li> <li>• <b>Grant opportunity re Pools on Trimpley Common – Natural Networks –</b> Clerk had made councillors aware of this opportunity at the June meeting, where 75% of the cost of a project could possibly be granted. Although work was required on all the pools on the Common, this could not be done without the permission of the landowner, and unless this could be obtained, there was little point in applying for this. Clerk had contacted Richard Hall of Doolittle and Dalley, who advised that he did not consider Mrs. Briggs, the landowner was well enough to deal with this matter at this time. Minute closed.,</li> <li>• <b>RsOW on Bite Farm</b> It was mentioned that some stiles were in a bad condition. It was agreed to check these, and report to the next meeting.</li> <li>• <b>Community Governance Review meetings at Wyre Forest District –</b> Clerk had circulated an email from Ian Miller drawing attention to the fact that recommendations are to go ahead with creating three parish councils to replace Wolverley &amp; Cookley and to move two areas to Kidderminster, including the Habberley road development from Kidderminster Foreign. No changes are proposed to electoral arrangements as set out in the Worcestershire (Electoral Areas) Order 2024 other than for Kidderminster Foreign.</li> <li>• <b>Local Government review re Worcestershire –</b> Cllr. Morehead had shared slides in respect of the process being followed, and a case being put forward to Central Government for One Worcestershire (unitary council) showing how dividing the council into two or more new councils would be less sustainable, effective and efficient than creating one new council.</li> <li>• <b>Severn Trent Reinstatement of Road Surfaces –</b> On instruction from the Chairman, the Clerk had reported sections of Eymore Lane where scuffing of the surface had occurred where STW activities had been prevalent. Clerk had followed this up with Paul Hughes, who had now passed responsibility for reinstatement works to Kera Patch. Kera had responded to the Clerk that she did not feel that the minor surface scuffing was caused by or the responsibility of Severn Trent, and would take no action.</li> </ul> |
| 8. | <p><b>July Quarterly Newsletter –</b> Clerk had sent round a first draft, which she would now complete with details of the new Councillor. Once this was done, a final draft would be sent around before issuing before 23<sup>rd</sup> July.. Clerk had also obtained a quote from a mail handling service for printing and distribution of the newsletter, which amounted to around £500 each quarter. This was considered too expensive, and it was agreed to continue with the current electronic distribution. Cllr. Holford stated that he felt the Newsletter was a very positive thing, and enjoyed and appreciated by many local people.</p>  |



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| 9.  | <p><b>Trimpley Vintage Rally</b> – Cllr. Holford agreed to erect the Gazebo and asked if other councillors could kindly help in manning the stand. It was agreed to hand out some of the recent July Newsletters, and also take email addresses of those who would like this to be sent to them on a regular basis.</p> <p>It was agreed also to invite District Councillors who had helped fund the Gazebo, and it was also noted that the Police would also be in attendance at the Rally.</p>   |
| 10. | <p><b><u>Lengthsman and ROW Matters</u></b></p> <p>a) <b>Lengthsman</b> – June invoice for work undertaken (previously circulated) was approved. Lengthsman C. Bunn had also mowed the grass adjacent to the entrance to Low Habberley Farm.</p> <p>b) <b>Rights of Way –</b></p> <p><b>Felling of Tree adjacent to Riverside footpath (Severn Way) Northwood Lane area</b> – A resident at Netherlea, Northwood Lane had made contact seeking advice about felling of a diseased tree adjacent to this footpath. Cllr. Roberts had been liaising with the resident and the County ROW Service regarding this.</p> <p><b>Path near to Easthams/Habberley Trail</b> – report of tree fallen across path. This had come down with a quantity of ivy growing on it. A vote of thanks was given to Cllr. Roberts stated he would deal with the blocked path.</p> <p><b>Flooding of path at Easthams</b> It was understood that work was being undertaken to clear the culvert in the stream to prevent flooding of the path.</p> <p><b>Query re Footpath Creation M2066 – rear of Ferndale houses</b> – Clerk advised that a member of the public had queried this, and expressed concern about dog mess, with the Parish Council, and the Clerk had dealt with the matter in conjunction with the Chair.</p> <p><b>Deadline for claiming paths based on historical evidence</b> – Clerk drew Councillors attention to a legal topic article she had recently been reading about claiming rights of way. To protect used paths, e.g. permissive paths, where they were not recognised on the definitive path, these need to be claimed before 2031 or may be lost. Such permissive paths do exist in KF parish, examples being in Wassell Wood. Clerk to investigate further.</p>  |
| 11. | <p><b><u>Financial Reports –</u></b></p> <p>a) <b>Ratification of payments to be made – a) Payments confirmed</b> – Lengthsman June Invoice - £225.25; C. Bunn – Cutting of Grass at entrance to Low Habberley Farm- £40<br/>Cllr. to Authorise: Cllr. C Holford.</p> <p>b) <b>Electronic Banking</b> - no further progress made.</p> <p>c) <b>Accounts Balanced to Bank Statement</b> – End June – circulated to all Councillors – was approved.</p>  |
| 12. | <p><b><u>Worcestershire CALC Reports &amp; County and District &amp; other Correspondence –</u></b></p> <p>a) <b>Meeting with Wyre Forest DC re closer working relationship</b> – Chairman, Vice Chair, and Clerk were to meeting with Kathryn Underhill tomorrow (22<sup>nd</sup> July) re promotion of the two councils. It had been suggested that perhaps assistance could be available for a reprint of the Walks booklet for the parish with accreditation for help given to the District Council.</p> <p>b) <b>Training Notes on Planning (May 2025)</b> – the Clerk confirmed that the notes had been received from the District Council, and that she had shared these with Councillors</p> <p>c) <b>Cllr. Chris Holford gave report from June CALC AGM meeting (12<sup>th</sup> June) at Shatterford V.H.: (as follows)</b></p> <p><i>Notes are the opinion of Cllr. C Holford.</i></p> <p><i>"Entering the room, an upbeat and welcoming atmosphere prevailed, and this was to continue throughout the evening with positive dialogue allowing all present to speak.</i></p> <p><i>Cllr. Derek Killingworth was unanimously resolved to remain as Chairman My personal thoughts on this are that Cllr. Killingworth's in-depth knowledge and hard work with CALC issues for Wyre Forest would be difficult to replace at this time. His hard work and dedication should not be underestimated or taken for granted. In due course, I am confident in others stepping forward to fill CALC roles.</i></p> <p><i>The support of CALC for Kidderminster Foreign Parish Councils day to day running is also vitally important and I take every opportunity to promote CALC's services in both support and training.</i></p> <p><i>Chief Executive Officer – Chris Wayman – never disappoints with his knowledge and "grass roots" understanding of Parish Councils and the work they undertake in support of the community.</i></p> <p><i>Notably, Chair Cllr. Killingworth had invited Paul Allen (Tree and Biodiversity Officer) Richard Jennings and Julia McKenzie Watts (principal Team Leader and Senior Planning Officer) which was an opportunity for them to talk through various issues which affect and could affect our Parish. The speakers delivered comments in an easy to understand language, and I felt that they fully understood the pressures placed on Parishes as they themselves felt pressure from Government regarding planning relaxation and targets.</i></p> <p><i>Meeting such as this can only enhance an improved understanding of the voluntary nature of Parish Councillors from Local Government. Likewise, it was apparent that especially with reference to planning, their" hands are so often tied"</i></p> <p><i>Please do take time to read the draft minutes of this meeting which are available.</i></p> <p><i>The hard work of Kerry Williamson (Clerk) should also not go unnoticed in preparation of the minutes.</i></p> <p><i>Overall an informative and agreeable evening.</i></p> <p><i>For those who read my reports you will note that my last report (18/3/2025) stated with reference to that positive meeting .... "This is better... let's build on this".</i></p> <p><i>I can confidently sign off this report in saying "we are building on this and I see a much stronger and cohesive future for Wyre Forest Area CALC"</i></p> |
| 13. | <p><b>Road Accident Record</b> – There was a report of an incident with several cars present recently by the crossroads at the top of Halls farm Lane. Clerk would make enquiries for details. It was reported that the traffic mirror opposite Halls farm lane exit was recently changed, and general feeling was that this was not an improvement.</p>   |
| 14. | <p><b><u>Other Matters</u></b></p> <p><b>Church matters</b></p> <p>It was noted that the Bishop of Worcester was coming to Trimpley on 23<sup>rd</sup> July to consecrate the new toilet building. Clerk would endeavour to get the newsletter out beforehand, to ensure this is publicised.</p> <p><b>Signposting the Church</b></p> <p>It was felt that on approach to the church drive from the Eymore Lane Junction, the location of the church was not clearly signed and a request from a current Lay Minister had been received to see if some signage to the</p>   |

church could be provided. It was stated that a post currently existed onto which a directional arm could perhaps be mounted. Clerk to make enquiries into this, and obtain a suitable quote to facilitate.

**Suspicious Incident of note** It was noted that a group of cyclists were congregating at Eymore Lane junction, all clad in balaclavas, at around 4-5p.m. on recent Sundays. Clerk to ask police to patrol at this time.

**Flytipping – Severn Trent Car Park** – Clerk to contact Trimpley Reservoir staff to alert them to a quantity of glass which had been tipped in their car park at the Reservoir.

**Embankment fires – near to Northwood Lane** – Cllr. Grainger had supplied the what3words location of an access gateway, for emergency services to use in the event of embankment fires.

Next Meeting Confirmed – **Monday 18<sup>th</sup> August 2025**

The meeting closed at 9.15p.m.

Chairman

