**Tutnall & Cobley Parish Council 11/11 p881**

**THE MINUTES of an ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL**

**held on Tuesday 10 April 2012 at 7.20 p.m. in the Community Hall, Tardebigge**

**Present: Cllrs G Whitehouse, L Denyer, P Whittaker, K Tolley, M Ashwin, S Cooper**

**In Attendance: County Cllr E Moffett, Clerk**

1. **APOLOGIES:** Cllr Pengelly: work commitments (accepted)

**2 DECLARATION OF INTEREST:**

1. Register of Interests: Councillors were reminded of the need to update their register of interests.
2. Personal Interests: None
3. Prejudicial Interests:

 Cllr L Denyer who is a member of the Management Committee of the Community Hall.

# 3 MINUTES: The Minutes of the meeting held on 13 March 2012 were approved.

# Proposed: Cllr Ashwin; Seconded: Cllr Cooper. All in agreement.

**4 PROGRESS REPORTS FOR INFORMATION:**

**Clerk:** The Clerk’s report was noted.

**Chairman:** The Chairmanadvised that with careful consideration and regret that he would be standing down as Chairman at the Annual Meeting and also as a Councillor. He had been a Council Member for 30 years and chairman for 25 of those years and felt it was time for a change and fresh ideas. He thanked everyone for their support and friendship over the years.

**Police:** CSO J Tilt’s emailed report was noted.

 **District Councillor:** Nothing significant to report.

**County Councillor:** A £500 Community Project Fund grant was available in April. The County Cllr suggested £200 was put towards replacement crockery at the Community Hall and £300 towards a Parish Council project.

**Footpath Warden:** Had sent photos of the spray out of rape near Tack Farm to the Countryside Access Officer and was awaiting developments.

**Tree Warden:** Nothing significant report.

**Community Hall Representative:** The floor had been sanded.

**Charities Representative:** Had not met.

1. **CORRESPONDENCE:**

All items received were tabled in a folder for Councillors’ inspection at the meeting and noted.

**6 PLANNING MATTERS:**

 **Applications for Consideration:** None received.

**Approvals:**

12/0009 New Tardebigge, Hewell Lane: Alterations

12/0074/0112 Cattespool, Stoney Lane: Change of use from offices to esidential+LBC

12/0007 Gorse Meadow Cottage, Hewell Lane: Two storey extension.

11/0954 Gorsey Lane Farm, Scarfield Hill: new shed to compensate for garage demolition.

**Refusals**: None received.

**Planning Matters**: **p882**

The charges associated with Pre Applications and Permitted Development is going up on 1st April 2012. In addition Worcester County Council Highways Partnership is introducing charges as of 1st April for advice relating to MAJOR pre apps. Leaflet and fee schedule is available.

12/0145 The Ridgeway, Alcester Road: Application withdrawn.

2012/0013/ENF Scrap Yard, Weights Lane: update awaited.

**7 REINSTATEMENT OF COBLEY HILL WINDMILL:** The Chairman had spoken to the owner of

 the windmill and agreed a purchase price of £25. It was also agreed that the windmill would

remain in situ for the rest of the vendor’s life; access would also be available during this time.

On payment of the invoice the restorer would be asked to start renovation work. It was

suggested a plaque, acknowledging the kindness of the owner be put up on site.

**8 CHURCHYARD FOOTPATH:** To be discussed at the next meeting.

**9 FRUIT TREE PLANTING:** Additional trees had been planted at Pocket Park together with an eating apple tree at Tutnall bus stop. All the tree guards had been put in; wire guards would be preferable but were expensive. The ground surface on Pocket Park needed improving and sowing with meadow grass. The Bowling Club hedge needed reducing to allow the trees more light. Next year some of the ash trees needed removing and / or their height reduced.

Brookfield Contract Services were commended on the excellent job that had been done. Members agreed that the planting was a positive enhancement to the Parish.

**10 FUND RAISING DAY SATURDAY 5 MAY:** The church plant sale would be between 11 – 12.30/1.00. The Community Hall fete would be between 11 and 2pm. The Parish Council would be able to retain all funds they raise; the suggestion of a cake stall was made.

**11 ARCHIVE MATERIAL:** It was agreed the Clerk could deposit two boxes of files at the Record Office. Proposed: Cllr Denyer, Seconded: Cllr Ashwin; All in agreement.

**12 LENGTHSMAN SCHEME:** Members confirmed they wished to continue to participate in the

scheme for 2012/13 and continue administrating on behalf of Burcot Village Hall Committee.

Items for the Lengthsman:

Brockhill Lane ditch from Hewell Lane to the canal: dredgings can be deposited onto the opposite bank.

Brockhill Lane, near The Woodlands: the area to be dug out would be marked.

Tutnall Lane: needed siding out.

Hollow Tree Lane: The County Cllr agreed to pursue the ditch clearance.

**13 HIGHWAYS MATTERS:**

Canal Bridge, Alcester Road: It was suggested the road chevrons were causing confusion and contributing to accidents at the bridge.

Alcester Road footpaths: The County Cllr hoped to use additional funding to repair the footpath and suggested a meeting with Highways, the Chairman and herself to expedite matters.

Grit: It was noted that the Highway’s grit was a course mix but worked well and at no cost to the Parish.

**14** **READOPTION OF PROCEDURAL DOCUMENTATION: STANDING ORDERS - FINANCIAL**

**REGULATIONS – INTERNAL FINANCIAL CONTROL POLICY – FREEDOM OF INFORMATION – CODE OF CONDUCT** (will be amended by Localism Act 2011; BDG is drafting a new Code; the current Code will stay in force until 30 June 2012) **– SCHEME OF DELEGATION – COMPLAINTS PROCEDURE –**  **DISTRICT COUNCIL PARISH p883 CHARTER:** Proposed: Cllr Ashwin; Seconded: Cllr Tolley; All in agreement.

**15 DATE OF THE ANNUAL PARISH MEETING and ANNUAL MEETING:** was agreed for 7pm, Tuesday 8 May, followed by the Ordinary Meeting at 8pm. Cllr Cooper gave his apologies in advance.

**16 FINANCE: to consider:**

 **a)** **Bank Balances**: as at 31 March 2012 Current Account £7,234.77

 31 December 2011 Deposit Account £3,797.41 Total Balance £11,032.18

**b)** **Receipts:**  Co-op Bank: Interest March 2012 £ 0.47

Parish Photographs Orders x 2: £ 55.00

 Parish Photograph Order x 1: £ 30.00

 Bromsgrove DC: Precept £3,640.00

 Total £ 3,725.47

1. **Payments for Approval:**

S Cooper: Footpath Expenses for August 2011 to 4 March 2012

 £56.74 + mileage £51.30 £108.04

S Cooper: Parish Black & White photos

£24.34 + VAT £4.87 £ 29.21 £ 137.25

 Brookfield Contract Services: hedge cutting, tree planting,

 Erecting tree guards Pocket Park & Jubilee Orchard £ 230.00

 S Skeys: Lengthsman Scheme: @ £11 per hour

 T&C: Feb 20 hours, Mar 36 hours £616.00

 Burcot: Feb 26.5 hours, Mar 30 hours £621.50 £1,237.50

 Total: £1,604.75

1. **Unpresented Cheques:**  Worcestershire CALC £ 7.50
2. **Annual Return:** To be returned to the external auditors by 16 July 2012.
3. **Clerk’s Remuneration:** With effect from 1 April 2012 the Clerk’s hourly increment is increased from SCP 21 £9.941 to SPC 22 £10.198.

**g) Finance Items – Proposed:** Cllr Cooper **and Seconded:** Cllr Whittaker; All in agreement.

**17 COMMENTS FROM MEMBERS:** A positive response was received to the suggestion of a Parish

Queen’s Jubilee Beacon and BBQ on Cobley Hill on 4 June. The landowner and tenant would be approached for permission.

**18 DATE OF NEXT MEETING:**

**Resolved:** The Annual Parish Meeting and Annual Meeting would be held at 7pm on Tuesday 8 May 2012, followed by the Ordinary Meeting at 8pm at Tardebigge Community Hall.

The Chairman thanked everybody for attending and closed the meeting at 8.58 p.m.

Signed: ……………………………………………………………………………….Chairman 8 May 2012