**Tutnall & Cobley Parish Council 03/13 p925**

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

**held on Tuesday 13 August 2013 at 7.20 p.m. in the Community Hall, Tardebigge**

**Present: Cllrs M Pengelly, K Tolley, L Denyer, P Whittaker, A Wheeler-Vine, M Ryan and S Cooper**

**In Attendance: The Clerk**

1. **APOLOGIES:**  None received
2. **DECLARATION OF INTEREST:**

a) Register of Interests: Councillors were reminded of the need to update their register of

 interests, and

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature, and

c) To declare any Other Disclosable Interests in items on the agenda and their nature:

Cllr Whittaker: planning items as he is a member of Bromsgrove District Council Planning Committee

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

# MINUTES: The Minutes of the meeting held on 11 June 2013 were approved.

Proposed: Cllr Cooper Seconded: Cllr Ryan; All in agreement.

**4 PROGRESS REPORTS FOR INFORMATION:**

**Clerk:** Noted.

**Chairman:** No separate report.

**District Councillor:** Housing development is still being promoted and will be formerly identified when district plan is published. A public enquiry will follow 18 – 24 months later.

**County Councillor:** No report.

**Footpath Warden:** The three signs ordered have been delivered and hopes to install them in October.

**Tree Warden:** Nothing significant to report.

**Conservation Officer:** Nothing significant to report.

**Community Hall Representative:** There had been a meeting and items for general maintenance were agreed. A post code had been applied for.

**Charities Representative:** M Ashwin had attended and a report would be given at the next meeting. There is a new vicar.

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:**  13/0330 The Old Vicarage, Church Lane: reinstatement of collapsed section of garden boundary wall.

**Refusals**: None received to date.

**Planning Matters:**

Permitted Development Rights: summary was circulated.

Via email consultation with Members, ‘no objections’ to the following applications were made: **p926**

13/0405 Plymouth House, Alcester Road: proposed rear extension to existing care home; demolition of two outbuildings with associated works + LBC.

13/0445 12 The Park: proposed first floor rear extension – now approved.

13/0461 + 13/0462 Finstall House, Alcester Road: erection of single storey extension to the rear of the house for use as a sunroom and single storey extension to a curtilage building for use as a garage + LBC.

13/0488 Ridgeway, Alcester Road: proposed replacement of existing access gates and entrance arrangements. Now approved.

**7 REINSTATEMENT OF COBLEY HILL WINDMILL:** No further news.

**8 CHURCHYARD FOOTPATH:** Had been completed.

**9 RAILINGS TO THE PLYMOUTH MEMORIAL:** Railings had been made and waiting to be installed.

 It was decided that a note would be sent to the Church Warden, copied to the Treasurer, about the unkempt nature of the churchyard car park.

**10 LENGTHSMAN SCHEME:**

Wharf Lane: the Lengthsman had reported sewage in the ditch. The EA were contacted and members updated. It was agreed a letter would be sent to the EA, copied to Worcestershire Regulatory Services, advising the problem had been going on for a number of years and that one month’s grace before the service of a statutory notice was unacceptable.

Brockhill Lane: water is sitting in the road near the Boardesly & Redditch Shoot and the ditch needed clearing.

**11 HIGHWAYS MATTERS:**

Brockhill Lane: near Hereford & Worcester shoot, water is running through the repaired culvert – to be reported to Severn Trent.

 Alcester Road: Japanese Knotweed opposite Tutnall Lane to be reported to the Hub again.

 Ragwort is being pulled by the Lengthsman.

**12 COMMUNITY HALL CAR PARK ENTRANCE RESURFACING:** A quote had been received from a contractor who is repairing tracks in the locality. Given how the contractor was operating, Members did not feel it was worth pursuing this option; regular maintenance of filling the holes until funding for a permanent track was available was advised.

**13 BACKING-UP PC DOCUMENTS USING THE CLOUD:** After much discussion, it was agreed the cost for a separate Parish Council Cloud account would be obtained.

**14 INSURANCE RISK: LIBEL & SLANDER COVER:** Clerk to email the policy wording to Members.

**15 ORCHARD MAINTENANCE:**

Pocket Park hedge: the Chairman and Conservation Officer felt the hedge needed cutting back to allow light for the apple trees to grow. It was generally felt the Bowling Club would not object to the hedge being maintained by the Parish Council. The Lengthsman would be asked if he can layer the hedge and what the cost would be. It was agreed a wild flower and meadow seed mix would be sown in both orchards and this mean only one cut a year would be required. It was agreed that Brookfield Contract Services would be asked to carry out a rough cut immediately.

The clerk would price 60 sq m wild flower / meadow seed mix. **p927**

**16 CLERK’S SALARY:** In line with national pay scales, a Spinal Column Point 23 increase of 10.5p per hour with effect from 1 April 2013 was confirmed. Proposed: Cllr Denyer; Seconded: Cllr Ryan; All in agreement.

**17 FINANCE:**

 **To consider:**

 **a)** **Bank Balances**: as at 31 July 2013 Current Account £ 6,746.23

 31 December 2012 Deposit Account £ 3,800.98

 Total Balance £10,547.21

**b)** **Receipts:**  Co-op Bank: Interest 5 June 2013 £ 0.88

Interest 5 July 2013 £ 0.72

 Worcestershire CC: Lengthsman 13/005 & 13/006 £ 342.00

 £ 343.60

1. **Payments for Approval:**

Simon Skeys: Lengthsman Scheme for June & July 2013

 T&C 32 hrs; Burcot 18 hrs;

 total = 50 hrs @ £11 per hour £550.00

 4 cuts at Broad Green @ £42 per cut (8/14) £168.00 £ 718.00

Information Commissioner: DPA registration renewal £ 35.00

Martin G Clark & Co: PAYE assistance: £50 + £10 VAT £ 60.00

H Davies: Clerk’s salary for July 2013 £ 229.28

HMRC: for July’s salary £ 57.32

 Total: £1,099.60

1. **Unpresented Cheques:**  P Butts £ 125.00
2. **Outstanding Invoices:** none
3. **Year to Date Budget to 30 June 2013**: enclosed for information.

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

**18 COMMENTS FROM MEMBERS:**

Members were reminded to start thinking about their newsletter articles for the Christmas magazine.

**19 DATE OF NEXT MEETING:**

**Resolved:** There will be an Ordinary Meeting at 7.20 pm on Tuesday, 10 September 2013 in the Committee Room of Tardebigge Community Hall.

The Chairman thanked everybody for attending and closed the meeting at 9.40 p.m.

Signed: ……………………………………………………………………………… Chairman 10 September 2013