

Tutnall & Cobley Parish Council

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Dear Parishioner

4 April 2012

You are invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 10 April 2012** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

Yours sincerely



Helen Davies
Clerk & Proper Officer

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Public Comment:

From 7.20 p.m. residents are invited to give their views and questions to the Parish Council on issues in this Agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.30 p.m. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

A G E N D A

- 1 **To receive apologies and to approve reasons for absence.**
- 2 **DECLARATION OF INTEREST:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Personal Interests in items on the agenda and their nature.
 - c) To declare any Prejudicial Interests in items on the agenda and their nature.
(Councillors with prejudicial interests must leave the room for the relevant items.)
- 3 **Minutes:** To consider the approval of the minutes of the meetings of the Council on 13 March 2012 (attached).
- 4 **PROGRESS REPORTS FOR INFORMATION:** Items raised for a decision will appear on the agenda for the next meeting:
 - a) **Clerk: Attached**
 - b) **Chairman:**
 - c) **Police: CSO John Tilt**
 - d) **District Councillor:**
 - e) **County Councillor:**
 - f) **Footpath Warden:**
 - g) **Tree Warden:**

- h) **Community Hall Representative:**
- i) **Charities Representative:**

- 5 **CORRESPONDENCE FOR INFORMATION** – and will be placed in a folder for Councillors to inspect at the meeting.
- a) Bromsgrove District Council: <http://moderngovwebpublic.bromsgrove.gov.uk/> for details on: Planning and Standards Committee Minutes and Agendas.
 - b) Bromsgrove DC: Training on the New Standards Regime & Code of Conduct at the Council House. All Councillors can attend; names to be given in advance.
Wednesday 13 June – Bromsgrove District Councillors – **6.30pm to 8.30pm** in the Council Chamber, The Council House, Bromsgrove – to be conducted by Simon Mallinson, Head of Legal Services and Monitoring Officer at Worcestershire County Council;
Monday 18 June – Redditch Borough Councillors – **6.30pm to 8.30pm** in the Council Chamber, Redditch Town Hall – to be conducted by Michael Blamire-Brown, Solicitor at Gateley LLP; and
Wednesday 20 June – Bromsgrove and Redditch Parish Councils – **6.00pm to 8.00pm** in the Council Chamber, The Council House, Bromsgrove - to be conducted by Michael Blamire-Brown, Solicitor at Gateley LLP.
 - c) Worcestershire County Council: 7th Parish Conference 25th April at 7-9.15pm in the Council Chamber, County Hall.
 - d) Worcestershire CC: Consultation on WCC's approach to Localism to be completed by 8 June – see www.worcestershire.gov.uk/thinklocal
 - e) CALC: Information on the Localism Act – Predetermination and Standards: see Clerk's report for CALC's précis.

6 **PLANNING MATTERS:**

Applications for Consideration: None received to date.

Approvals:

12/0009 New Tardebigge, Hewell Lane: Alterations
12/0074/0112 Cattespool, Stoney Lane: Change of use from offices to residential+LBC
12/0007 Gorse Meadow Cottage, Hewell Lane: Two storey extension.
11/0954 Gorse Lane Farm, Scarfield Hill: new shed to compensate for garage demolition.

Refusals: None received to date.

Planning Matters:

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

- 7 **REINSTATEMENT OF COBLEY HILL WINDMILL:** Update

8 **CHURCHYARD FOOTPATH:**

9 **FRUIT TREE PLANTING / WOODLAND TRUST GRANT APPLICATION:**

- 10 **FUND RAISING DAY SATURDAY 5 MAY:** The Community Hall will hold a fun day/fete to run along side the Church Plant sale. Opportunity for PC to raise funds for the windmill restoration.

- 11 **ARCHIVE MATERIAL:** The Clerk wishes to deposit two boxes of files at the Record Office. A list of the items are attached. Approval sought.

12 **LENGTHSMAN SCHEME:**

To confirm participation in the scheme for 2012/13 and to continue administering on behalf of Burcot Village Hall Committee. Budget for T&C is £2752; Burcot £1583
Brockhill Lane ditch from Hewell Lane to the canal needs digging out; there is nowhere to spread the spoil unless it goes on the opposite side of the road. Any suggestions or should Highways / adjoining owner be asked to clean out?
Hollow Tree Lane: blocked ditches.
To consider outstanding issues.

- 13 **HIGHWAYS MATTERS:** Canal bridge, Alcester Road: update
Quality of grit/salt mix supplied by Worcestershire CC.
To consider outstanding issues.
- 14 **REVIEW 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 CHARTER:**
To consider and approve re-adoption.
- 15 **DATE OF THE ANNUAL PARISH MEETING and ANNUAL MEETING:** Suggested date is 7pm, Tuesday 8 May, to be followed by the Ordinary Meeting at 8pm. To be agreed.
- 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
- c) **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
- d) **Unpresented Cheques:** Worcestershire CALC £ 7.50
- e) **Annual Return:** Must be returned to the external auditors by 16 July 2012.
- f) **Clerk's Remuneration:** Cost of living indexation has not been awarded for the third consecutive year. The Clerk has not requested incremental rises for two years; the last rise was effective from 1 April 2009. With effect from 1 April 2012, the Clerk requests the hourly increment is increased from SCP 21 £9.941 to SPC 22 £10.198.
- f) **Finance Items - Proposed and Seconded:**
- 17 **COMMENTS FROM MEMBERS:** Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.
- 18 **DATE OF NEXT MEETING:** Subject to confirmation in Item 15, following the Annual Parish Meeting and Annual Meeting there will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 8.00 pm on **Tuesday 8 May 2012.**