

# Tutnall & Cobley Parish Council

Tel: 01527 577833  
e-mail: [tutnallcobleyppc@btinternet.com](mailto:tutnallcobleyppc@btinternet.com)  
[www.bromsgrove.gov.uk/TCPC](http://www.bromsgrove.gov.uk/TCPC)

118 New Road  
Aston Fields  
Bromsgrove  
Worcestershire  
B60 2LD

Dear Parishioner

1 March 2016

You are invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 8 March 2016** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

Yours sincerely

*Helen Davies*

Helen Davies  
Clerk & Proper Officer

## 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.

## AGENDA

\*\*\*\*\*

### 1 To receive apologies and to approve reasons for absence.

### 2 DECLARATION OF INTEREST:

- Register of Interests: Councillors are reminded of the need to update their register of interests.*
  - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.*
  - To declare any Other Disclosable Interests in items on the agenda and their nature.*
- Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, 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.*

*To consider written requests from councillors for the council to grant a dispensation (section 33 of the Localism Act 2011) – written requests to be with the clerk at least four clear days prior to the meeting.*

### 3 Minutes: To consider the approval of the minutes of the meetings of the Council on 9 February 2016 (attached).

### 4 PROGRESS REPORTS FOR INFORMATION: Items raised for a decision will appear on the agenda for the next meeting:

- Clerk:** attached
- Chairman:**
- District Councillor:**
- County Councillor:**

- Footpath Warden:**
- Tree Warden:**
- Conservation Officer:**
- Community Hall Representative:**
- Charities Representative:**

### 5 CORRESPONDENCE FOR INFORMATION – and will be placed in a folder for Councillors to inspect at the meeting or will have been emailed.

- Bromsgrove District Council: <http://modern.gov.webpublic.bromsgrove.gov.uk/> for details on: Planning Committee Minutes and Agendas.
- West Mercia PCC: Weekly newsletter emailed
- South & Rural January newsletter – email attachment.
- Grimley Parish Council: Tackling DEFRA's lack of initiative on litter and waste: template letter for parish council's to use is attached.
- Worcestershire CALC: Good Councillor Guide 2016 email attachment.
- Tower Mint Ltd: HM Queen Elizabeth II 90<sup>th</sup> birthday commemorative medal for schools and councils. Sample in folder.

### 6 PLANNING MATTERS: Applications for Consideration:

15/1032 Hollow Tree Barn, Hollow Tree Lane: LBC for internal alterations to windows and doors in existing building and external alterations to doors to swimming pool building.

#### Approvals:

15/0895 2 New Wharf: Additional lean to roof and dormer above flat roof rear extension.  
15/0888 Lady Bird Crane Hire: Brockhill, Hewell Lane: resiting proposed workshop 2m to south

**Refusals:** None received to date.

#### Planning Matters:

### 7 LENGTHSMAN SCHEME: Brockhill Lane ditch – digger or by hand by the lengthsman? To consider outstanding issues.

### 8 HIGHWAYS MATTERS: Wharf Lane between Brockhill and Hewell Lanes: Litter complaint logged with Bromsgrove DC. Curtis Lane: a parishioner has asked that the missing road name be replaced: will be reported to BDC. To consider outstanding issues.

### 9 P3: Grant application forms for 2016 / 17 will be available shortly.

### 10 WINDPUMP: Update

### 11 RAILINGS TO EARL OF PLYMOUTH MEMORIAL: Update

### 12 BROAD GREEN BENCH:

### 13 CLERK'S RECRUITMENT:

### 14 DOG MESS ON THE PARK ESTATE:

### 15 POCKET PARK MOWING: Do we want the existing arrangements to continue?

16 **FINANCE: To consider:**  
 a) **Bank Balances:** as at 29 February 2016 Current Account £8,971.27  
     31 December 2015 Deposit Account £3,811.69  
     Total Balance January 2016 £12,782.96

b) **Receipts:** None

c) **Payments for Approval:**

H Davies: Clerk's salary for February 2016	£300.17		
Expenses December 2015 – February 2016	£147.92		£448.09
Bromsgrove & District Citizens Advice: donation			£ 50.00
S Keys: Lengthsman Scheme @ £11 per hour:			
T&C Dec 2015	20 hours	£220	
Jan 2016	17 hours	£187	
Feb 2016	25 hours	£275	£682
Burcot Dec 2015	6 hours	£66	
Jan 2016	9 hours	£99	
Feb 2016	9 hours	£99	£264
			<u>£946.00</u>
		Total	£1,444.09

d) **Unpresented Cheques:** None

c) **Outstanding Invoices:**  
 Evesons Fuels: 15/011 £ 25.00

d) **Internal Audit:** Nov 2015 – January 2016 verbal report.

e) **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:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.20 pm on **Tuesday 19 April 2016**.

# Tutnall & Cobley Parish Council

Tel: 01527 577833  
e-mail: [tutnallcobleypc@btinternet.com](mailto:tutnallcobleypc@btinternet.com)  
[www.bromsgrove.gov.uk/TCPC](http://www.bromsgrove.gov.uk/TCPC)

118 New Road  
Aston Fields  
Bromsgrove  
Worcestershire  
B60 2LD

Dear Parishioner

1 March 2016

You are invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 8 March 2016** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

Yours sincerely

*Helen Davies*

Helen Davies  
Clerk & Proper Officer

## 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.

## AGENDA

\*\*\*\*\*

### 1 To receive apologies and to approve reasons for absence.

### 2 DECLARATION OF INTEREST:

- Register of Interests: Councillors are reminded of the need to update their register of interests.*
  - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.*
  - To declare any Other Disclosable Interests in items on the agenda and their nature.*
- Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, 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.*

*To consider written requests from councillors for the council to grant a dispensation (section 33 of the Localism Act 2011) – written requests to be with the clerk at least four clear days prior to the meeting.*

### 3 Minutes: To consider the approval of the minutes of the meetings of the Council on 9 February 2016 (attached).

### 4 PROGRESS REPORTS FOR INFORMATION: Items raised for a decision will appear on the agenda for the next meeting:

- Clerk:** attached
- Chairman:**
- District Councillor:**
- County Councillor:**

- Footpath Warden:**
- Tree Warden:**
- Conservation Officer:**
- Community Hall Representative:**
- Charities Representative:**

### 5 CORRESPONDENCE FOR INFORMATION – and will be placed in a folder for Councillors to inspect at the meeting or will have been emailed.

- Bromsgrove District Council: <http://modern.gov.webpublic.bromsgrove.gov.uk/> for details on: Planning Committee Minutes and Agendas.
- West Mercia PCC: Weekly newsletter emailed
- South & Rural January newsletter – email attachment.
- Grimley Parish Council: Tackling DEFRA's lack of initiative on litter and waste: template letter for parish council's to use is attached.
- Worcestershire CALC: Good Councillor Guide 2016 email attachment.
- Tower Mint Ltd: HM Queen Elizabeth II 90<sup>th</sup> birthday commemorative medal for schools and councils. Sample in folder.

### 6 PLANNING MATTERS: Applications for Consideration:

15/1032 Hollow Tree Barn, Hollow Tree Lane: LBC for internal alterations to windows and doors in existing building and external alterations to doors to swimming pool building.

#### Approvals:

15/0895 2 New Wharf: Additional lean to roof and dormer above flat roof rear extension.  
15/0888 Lady Bird Crane Hire: Brockhill, Hewell Lane: resiting proposed workshop 2m to south

**Refusals:** None received to date.

#### Planning Matters:

### 7 LENGTHSMAN SCHEME: Brockhill Lane ditch – digger or by hand by the lengthsman? To consider outstanding issues.

### 8 HIGHWAYS MATTERS: Wharf Lane between Brockhill and Hewell Lanes: Litter complaint logged with Bromsgrove DC. Curtis Lane: a parishioner has asked that the missing road name be replaced: will be reported to BDC. To consider outstanding issues.

### 9 P3: Grant application forms for 2016 / 17 will be available shortly.

### 10 WINDPUMP: Update

### 11 RAILINGS TO EARL OF PLYMOUTH MEMORIAL: Update

### 12 BROAD GREEN BENCH:

### 13 CLERK'S RECRUITMENT:

### 14 DOG MESS ON THE PARK ESTATE:

### 15 POCKET PARK MOWING: Do we want the existing arrangements to continue?

16 **FINANCE: To consider:**  
 a) **Bank Balances:** as at 29 February 2016 Current Account £8,971.27  
     31 December 2015 Deposit Account £3,811.69  
     Total Balance January 2016 £12,782.96

b) **Receipts:** None

c) **Payments for Approval:**

H Davies: Clerk's salary for February 2016	£300.17		
Expenses December 2015 – February 2016	£147.92		£448.09
Bromsgrove & District Citizens Advice: donation			£ 50.00
S Keys: Lengthsman Scheme @ £11 per hour:			
T&C Dec 2015	20 hours	£220	
Jan 2016	17 hours	£187	
Feb 2016	25 hours	£275	£682
Burcot Dec 2015	6 hours	£66	
Jan 2016	9 hours	£99	
Feb 2016	9 hours	£99	£264
			<u>£946.00</u>
		Total	£1,444.09

d) **Unpresented Cheques:** None

c) **Outstanding Invoices:**  
 Evesons Fuels: 15/011 £ 25.00

d) **Internal Audit:** Nov 2015 – January 2016 verbal report.

e) **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:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.20 pm on **Tuesday 19 April 2016**.

# Tutnall & Cobley Parish Council

Tel: 01527 577833  
e-mail: [tutnallcobleyppc@btinternet.com](mailto:tutnallcobleyppc@btinternet.com)  
[www.bromsgrove.gov.uk/TCPC](http://www.bromsgrove.gov.uk/TCPC)

118 New Road  
Aston Fields  
Bromsgrove  
Worcestershire  
B60 2LD

Dear Parishioner

1 March 2016

You are invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 8 March 2016** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

Yours sincerely

*Helen Davies*

Helen Davies  
Clerk & Proper Officer

## 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.

## AGENDA

\*\*\*\*\*

### 1 To receive apologies and to approve reasons for absence.

### 2 DECLARATION OF INTEREST:

- Register of Interests: Councillors are reminded of the need to update their register of interests.*
  - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.*
  - To declare any Other Disclosable Interests in items on the agenda and their nature.*
- Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, 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.*

*To consider written requests from councillors for the council to grant a dispensation (section 33 of the Localism Act 2011) – written requests to be with the clerk at least four clear days prior to the meeting.*

### 3 Minutes: To consider the approval of the minutes of the meetings of the Council on 9 February 2016 (attached).

### 4 PROGRESS REPORTS FOR INFORMATION: Items raised for a decision will appear on the agenda for the next meeting:

- Clerk:** attached
- Chairman:**
- District Councillor:**
- County Councillor:**

- Footpath Warden:**
- Tree Warden:**
- Conservation Officer:**
- Community Hall Representative:**
- Charities Representative:**

### 5 CORRESPONDENCE FOR INFORMATION – and will be placed in a folder for Councillors to inspect at the meeting or will have been emailed.

- Bromsgrove District Council: <http://modern.gov.webpublic.bromsgrove.gov.uk/> for details on: Planning Committee Minutes and Agendas.
- West Mercia PCC: Weekly newsletter emailed
- South & Rural January newsletter – email attachment.
- Grimley Parish Council: Tackling DEFRA's lack of initiative on litter and waste: template letter for parish council's to use is attached.
- Worcestershire CALC: Good Councillor Guide 2016 email attachment.
- Tower Mint Ltd: HM Queen Elizabeth II 90<sup>th</sup> birthday commemorative medal for schools and councils. Sample in folder.

### 6 PLANNING MATTERS: Applications for Consideration:

15/1032 Hollow Tree Barn, Hollow Tree Lane: LBC for internal alterations to windows and doors in existing building and external alterations to doors to swimming pool building.

#### Approvals:

15/0895 2 New Wharf: Additional lean to roof and dormer above flat roof rear extension.  
15/0888 Lady Bird Crane Hire: Brockhill, Hewell Lane: resiting proposed workshop 2m to south

**Refusals:** None received to date.

#### Planning Matters:

### 7 LENGTHSMAN SCHEME: Brockhill Lane ditch – digger or by hand by the lengthsman? To consider outstanding issues.

### 8 HIGHWAYS MATTERS: Wharf Lane between Brockhill and Hewell Lanes: Litter complaint logged with Bromsgrove DC. Curtis Lane: a parishioner has asked that the missing road name be replaced: will be reported to BDC. To consider outstanding issues.

### 9 P3: Grant application forms for 2016 / 17 will be available shortly.

### 10 WINDPUMP: Update

### 11 RAILINGS TO EARL OF PLYMOUTH MEMORIAL: Update

### 12 BROAD GREEN BENCH:

### 13 CLERK'S RECRUITMENT:

### 14 DOG MESS ON THE PARK ESTATE:

### 15 POCKET PARK MOWING: Do we want the existing arrangements to continue?

16 **FINANCE: To consider:**  
 a) **Bank Balances:** as at 29 February 2016 Current Account £8,971.27  
     31 December 2015 Deposit Account £3,811.69  
     Total Balance January 2016 £12,782.96

b) **Receipts:** None

c) **Payments for Approval:**

H Davies: Clerk's salary for February 2016	£300.17		
Expenses December 2015 – February 2016	£147.92		£448.09
Bromsgrove & District Citizens Advice: donation			£ 50.00
S Keys: Lengthsman Scheme @ £11 per hour:			
T&C Dec 2015	20 hours	£220	
Jan 2016	17 hours	£187	
Feb 2016	25 hours	£275	£682
Burcot Dec 2015	6 hours	£66	
Jan 2016	9 hours	£99	
Feb 2016	9 hours	£99	£264
			<u>£946.00</u>
		Total	£1,444.09

d) **Unpresented Cheques:** None

c) **Outstanding Invoices:**  
 Evesons Fuels: 15/011 £ 25.00

d) **Internal Audit:** Nov 2015 – January 2016 verbal report.

e) **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:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.20 pm on **Tuesday 19 April 2016**.