

**MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Tuesday 4 January 2011  
at Chaddesley Corbett Village Hall  
at 7.25 p.m.**



Present: Chairman – Cllr J Swift, L Stockford, W Mack, R Pugh, D Thomas, K Bartlett, G Vernon, Mrs P Pardoe.

In attendance: District Councillor Mr S Williams and Clerk Mrs Y Scriven. A Member of the public.

**POLICE**

PC Jayne Willetts attended the meeting and reported that crime had reduced recently due to the weather, but there had been a small number of local incidents of thefts of fuel and parts from Landrovers. Monitoring of speeding along the A448 would be undertaken.

1. **APOLOGIES:** Cllrs Mrs J Fox (illness), Cllr M Walford, Cllr B Green.

2. **DECLARATIONS OF INTEREST:** None

The meeting was adjourned for Public Question Time.

The meeting re-opened.

3. **MINUTES:**

- a) Minutes of Meeting held on 6 December 2010 were approved and signed by the Chairman.
- b) Minutes of the Planning Committee meeting held on 6 December 2010 were accepted.

4. **CHAIRMAN'S REPORT**

- 4.1 The Chairman reported attendance at Wyre Forest Area CALC's meeting in December when Ian Miller, Chief Executive, attended. Several matters were discussed including better communication between the District and Parish Councils.
- 4.2 A meeting had taken place with Hugh Richards of St Cassians PCC which was friendly and constructive. It had been agreed that further consideration needed to be given to a wider distribution of the Parish Magazine and after discussion with interested parties and if agreed, a costing exercise could be undertaken.
- 4.3 The funeral of Sandi Holding had been held on 15 December and was extremely well attended.
- 4.4 The Chairman had responded to an urgent consultation from NALC on Tree Preservation Orders.
- 4.5 It was noted that discussions had taken place with the District Council about empty properties in the Parish.
- 4.6 Consideration should be given to arranging an event for the Queen's Jubilee which focussed on The Big Society and organisations within the Parish.
- 4.7 A meeting was being arranged with the County Council to discuss speeding issues along the A448 and the results of the recent flashing signs.

## 5. CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION

5.1 **Managing Money:** Consultation from CALC about proposed changes in arrangements for banking, payments and financial controls. All the proposals were reasonable and would be implemented in due course.

5.2 **Community Notice Boards:** A proposal had been made to erect notice boards on Briar Hill and the Green to improve communications with residents. Three quotations had been obtained and it was agreed to proceed with one Notice Board fixed to the side of the brick bus stop on Briar Hill.

5.3 **Allotments:** It was agreed to increase the rent for allotment tenants by £1 per annum for full plots and 50p per annum for half plots, effective 1 January 2011.

**Fold Lane:** A discussion took place about restricting access to the allotments via Fold Lane, which was deferred to the next meeting.

5.4 **Community Orchard:** A meeting of the Management Committee had taken place and agreement reached to plant an Espalier in the centre of the site with 20 apple and pear trees, which had been ordered for planting in January. The central area would be rotovated to level the ground prior to seeding in the Spring, and pathways would be mowed. The official opening of the Orchard had been postponed until September in view of the forthcoming Royal Wedding. It was proposed to place a number of memorial benches around the Orchard, and anyone wishing to purchase one should approach the Clerk for further information.

5.5 **Newsletter:** A draft had been circulated and comments received.

**Youth Leaflet:** A draft was presented for comment and amendment.

It was agreed that both items would be circulated again to Councillors for final approval before proceeding.

5.6 **Maintenance Work:** Following suggestions at the last meeting, no real progress had yet been made and a further report would be given at the next meeting.

5.7 **Quality Status:** Following submission of a Portfolio of evidence, the Parish Council had been awarded re-accreditation as a Quality Parish, with special commendation on the information distributed to households about public services. Councillors thanked the clerk for her work on the Portfolio and for services to the community.

5.8 **School Travel Plan:** A copy of the draft Plan prepared in 2008 had been circulated which highlighted initiatives for reducing the number of vehicles in the village during school times. It was noted that none of the initiatives had been implemented and the draft Plan had not been completed. It was suggested that a meeting should be arranged with the Governors to further this initiative.

5.9 **Lengthsman Scheme:** Routine maintenance had continued at a reduced level due to heavy snowfall from mid-December. Works clearing grips, inlets and gully tops had been carried out at Dobes Lane, Cakebole Lane, Tandy's Lane, Fox Lane, Woodrow, Deansford Lane, Egg and Tanwood Lanes. Given the excessive snowfall the County Council's Winter Service Policy appeared to have worked well and access to and from the village had been maintained. Potholes were now appearing and will be notified to the Hub.

## 6. DATES FOR MEETINGS

6.1 **Parish Plan Working Group** – Tuesday 11 January 2011 at 7.00 p.m. Village Hall.

6.2 **Worcestershire Parish Conference** – Tuesday 12 April 2011 – DT, JS, YS to attend.

6.3 **Joint Parish Forum/Wyre Forest Area CALC Meeting:** - Wednesday 13 April 2011.

6.4 **Worcestershire County Council Budget Consultation Meeting:** - 19 January 2011 – County Hall.

7. **TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES**

7.2 **Community Housing Group:** Cllr G Vernon had attended a Federation meeting and had identified sources of funding for projects on Briar Hill. Representations had been made to officers without success and there appeared to be problems with electronic communications. It was agreed that the Clerk would arrange a meeting with interested parties.

7.3 **Wyre Forest Area CALC Meeting:** Had been very successful and attended by Ian Miller, Chief Executive and representatives from most Wyre Forest Parishes. Minutes of the meeting had been circulated.

8. **CONSULTATION DOCUMENTS**

8.1 **Office for Civil Society:** Consultation on improving services for frontline organisations can be viewed on [www.strongercivilsociety.org.uk](http://www.strongercivilsociety.org.uk)

8.2 **West Mercia Police Authority** – Consultation on suggested priorities for 2011/2012 had been circulated and noted.

8.3 **The Localism Bill:** NALC Policy and Parliamentary Briefing notes had been circulated and were noted.

9. **CLERK'S REPORT ON ITEMS OF CORRESPONDENCE FOR INFORMATION ONLY**

9.1 **Temporary Closure of Harvington Hall Lane** for urgent repairs by Severn Trent. From 31 January for up to 5 weeks – access to frontages only.

9.2 **Access to Officers at the District Council:** Following difficulties in obtaining a response to enquiries to officers, the clerk had contacted head of department, Mr M Parker, who advised that all enquiries should be registered via the Hub. It had always been the practice for Parish Councils to have direct access to officers and the Chairman said he would take this up with the District Council at the next Chairmans' Meeting.

9.3 **Grit Bins:** A request for additional grit bins at various locations had been refused as they were on existing gritting routes. The bins had been required to clear footpaths to essential services such as the Surgery and further representations would be made.

9.4 **20 mph School Speeding Signs:** Representations to move the signs were proceeding but awaiting Highway appraisal.

10 **FINANCIAL REPORT**

10.1 **Quarterly Bank Reconciliation:** Had been circulated and was approved.

10.2 The Clerk presented a schedule of payments and receipts which was approved.

**Payments**

		Amount £	VAT £	Total £
W Waldron	Lengthsman Scheme	240.00		240.00
CC Village Hall	December	39.00		39.00
Y L Scriven	Net Salary Oct-December 2010	1,332.24		1,332.24
D Robbins	Maintenance Work Oct-Dec 2010	278.40		278.40
HMRC	PAYE Oct-December 2010	432.96		432.96
Wyre Forest Community Housing	Grass Cutting Contract 2010	1,240.00	217.00	1,457.00
Walcot Organic Nursery	Trees (refunded from Orchard a/c)	207.00		207.00
		<u>3,769.60</u>	<u>217.00</u>	<u>3,986.60</u>

**Receipts**

Internment of Ashes	Scott	140.00	140.00
Inscription	Grove	30.00	30.00
Inscription	Strange	30.00	30.00
		<u>200.00</u>	<u>200.00</u>

**Transfers**

Community Orchard	Trees	207.00	207.00
Deposit Account	To Treasurers Account	,3000.00	3,000.00
		<u>3,207.00</u>	<u>3,207.00</u>

**11. NEW ISSUES and ITEMS FOR NEXT MEETING:**

Footpath rear of Dorrell Farm – stile removed or overgrown and access blocked.

Gatepost broken – Harvington Hall Lane.

Date of next Meeting **Monday 7 February 2011**

The meeting closed at 9.30 p.m.