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# Tutnall & Cobley Parish Council

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THE MINUTES of an ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL  
held on Tuesday 8 April 2014 at 7.20 p.m. in the Community Hall, Tardebigge

**Present:** Cllrs M Pengelly, L Denyer, K Tolley, P Whittaker

**In Attendance:** County Cllr K Taylor, The Clerk

- 1 **APOLOGIES:** Cllr M Ryan: accepted  
Cllr S Cooper: blocked drain: accepted  
Cllr A Wheeler-Vine: ill: accepted
- 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 L Denyer who is a member of the Management Committee of the Community Hall.  
Cllr P Whittaker who is a member of Bromsgrove District Council Planning Committee.
- 3 **MINUTES:** The Minutes of the meeting held on 11 March 2014 were approved.  
Proposed: Cllr Tolley; Seconded Cllr Denyer All in agreement.
- 4 **PROGRESS REPORTS FOR INFORMATION:**

**Clerk:** Noted.

**Chairman:** Covered in the agenda.

**District Councillor:** Update on the 'Blockbuster' development with retail, cinema and parking.

**County Councillor:** Reported:  
The fire brigade and police would be moving into the new build shortly.  
Ringways had been awarded the contract for all roads in Worcestershire.  
He is monitoring the smell at Plymouth House but the inspections had been during wet weather.  
He would ask the highways engineer, as county enforcement, about the overgrown hedge at Plymouth House.  
He will find out more about the additional works proposed for the lengthsman scheme.

**Footpath Warden:** A new sign had been erected at the golf club.  
FP520 at Alvechurch station had been diverted but he had not received any notification.  
Pocket Park Orchard: hopes to remove one ash tree this weekend, would like to remove another.

**Tree Warden:** No report

**Conservation Officer:** No report.

**Community Hall Representative:** No meeting had taken place.

**Charities Representative:** Nothing to report.
- 5 **CORRESPONDENCE:** Noted  
g) West Midlands Police South Rural News Letter March 2014 had been emailed to Members.
- 6 **PLANNING MATTERS:**

**Applications for Consideration:**  
14/0122 Cattespool Mill, Stoney Lane: change of use of offices to residential (related to 12/0074 and 12/0112) Members resolved to comment there were no objections to this application.

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### Approvals:

12/0401 Brockhill East Development Site, Weights Lane: Mixed use development of up to 200 dwellings, 5,000 sq m (gross) Class B1 office floor space with associated open space and access arrangements.

14/0024 Weights Farm, Weights Lane: An agricultural steel portal framed building with a fibre cement roof. Box profile tin cladding to be fitted to both gable ends from the apex down to eaves height. Smaller scale approved; revised plan can be seen on website.

**Refusals:** None receive.

**Planning Matters:** None

- 7 **RAILINGS TO THE PLYMOUTH MEMORIAL:** The statement of significance had been prepared. Outstanding matters - OS plan, dimensions to railings sketch.
- 8 **LENGTHSMAN SCHEME:** It was agreed to remain in the scheme; continue to administer the allocation on behalf of Burcot Village; retain the hourly contract fee of £11.  
Proposed: Cllr Denyer; Seconded: Cllr Whittaker All in Agreement.  
Grange Lane: with Stoney Lane behind, on right hand bend just before Keepers Cottage: water is bubbling out: vegetation needs removing and ditch clearing.
- 9 **HIGHWAYS MATTERS:** No new items.
- 10 **ORCHARD MAINTENANCE & FURNITURE:** The purchase of furniture was being negotiated.
- 11 **PLYMOUTH HOUSE DISCHARGE:** Covered in the County Cllr's report.
- 12 **WINDPUMP:** On-going.
- 13 **REVIEW OF PROCEDURAL DOCUMENTATION: STANDING ORDERS - FINANCIAL REGULATIONS - INTERNAL FINANCIAL CONTROL POLICY - FREEDOM OF INFORMATION - CODE OF CONDUCT - SCHEME OF DELEGATION - COMPLAINTS PROCEDURE - COMMUNITY EMERGENCY PLAN - DISTRICT COUNCIL PARISH CHARTER:**  
Re-adopted Prop: Cllr Denyer; Sec: Cllr Whittaker All in Agreement
- 14 **ANNUAL PARISH ASSEMBLY AND ANNUAL MEETING OF THE PARISH COUNCIL:**  
7.00pm on Tuesday 11 May 2014.
- 15 **ORDINARY MEETING ON 12 AUGUST 2014:** Changed to 8 July 2014.
- 16 **FINANCE:**  
**To consider:**
- |    |   |                                   |                  |                   |
|----|---|-----------------------------------|------------------|-------------------|
| a) | <b>Bank Balances:</b> as at 31 March 2014 | Current Account                   | £10,756.61       |                   |
|    |   | 4 October 2013                    | Deposit Account  | <u>£ 3,804.54</u> |
|    |   |                                   | Total Balance    | £14,561.15        |
| b) | <b>Receipts:</b>                          | Co-op Bank: Interest 5 March 2014 | £ 0.70           |                   |
|    |   | Bromsgrove DC: Precept 2014/15    | <u>£3,640.00</u> |                   |
|    |   | Total                             | £3,640.70        |                   |

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**c) Payments for Approval:**

Bromsgrove & District Citizens Advice Bureau: donation	£ 50.00	
Worcestershire County Council: grit bin for Highhouse Lane	£150.00	
S Skeys:		
hedge cutting/chipping Pocket Park	£350.00	
cutting/raising tree canopy/chipping on Broad Green	£30.00	
Lengthsman:		
T&C: Feb 26 hours; March 33.50 hours		
Total = 59.5 hours @ £11 per hour	£654.50	
Burcot: Feb 15.50 hours; March 11 hours		
Total = 26.5 hours @ £11 per hour	£291.50	£1,326.00
H Davies: Clerk's salary for March 2014		<u>£ 275.68</u>
	Total	£1,801.68

**d) Unpresented Cheques: None**

**e) Outstanding Invoices:**

13/022 £660.50 & 13/023 £291.50 WCC Lengthsman - should be paid 30 April.

**f) Audit Commission Annual Return:** Grant Thornton has advised the Return must be submitted by 16 June 2014. The Notice of Appointment of Date for the Exercise of Elector's Rights must be displayed by 2 May 2014.

**g) Clerk's Increment:** It was agreed wef 1 April 2014 the clerk's salary would be raised from SCP 23 £10.603 per hour to SCP 24 £10.949 per hour.

**h) Governance and Accountability for Local Councils - A Practitioners' Guide (England) 2010 Appendix 11: Safeguarding public money.**

**i) Finance Items - Proposed:** Cllr Whittaker **and Seconded:** Cllr Denyer All in agreement.

**17 COMMENTS FROM MEMBERS:** None

**18 DATE OF NEXT MEETING:**

**Resolved:** Following the Annual Parish Assembly and the Annual Meeting of the Parish Council there will be an Ordinary Meeting at 8.00 pm on Tuesday, 13 May 2014 in the Committee Room of Tardebigge Community Hall.

The Chairman thanked everybody for attending and closed the meeting at 9.05 p.m.

Signed: ..... Chairman

13 May 2014