

Tutnall & Cobley Parish Council

THE MINUTES of an ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL
held on Tuesday 19 April 2016 at 7.20 p.m. in the Community Hall, Tardebigge

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

In Attendance: The Clerk

1 APOLOGIES: Cllrs Ryan (away) and Tolley (calving)

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 Treasurer of the Management Committee of the Community Hall.
Cllr P Whittaker who is a member of Bromsgrove District Planning Committee.

3 MINUTES: The Minutes of the meeting held on 8 March 2016 were approved.
Proposed: Cllr Denyer; Seconded: Cllr Whittaker; All in Agreement.

4 PROGRESS REPORTS FOR INFORMATION:

Clerk: Covered later in the agenda

Chairman: Noted

District Councillor: Cllr Whittaker mentioned the Planning report for Foxlydiate, stating that the Planning Officers were currently in discussion and the Council had been given an extended time period to look at the planned development. Cllr Whittaker also highlighted electrification works and the non-notification to homeowners that there would be noise late at night, he stated that he had complained to the contractors.

County Councillor: Nothing to report

Footpath Warden: Cllr Cooper stated that a water main had been dug up on one of the footpaths, Worcestershire County Council had been contacted to fill it in.

Tree Warden: Nothing to report

Conservation Officer: Nothing to report

Community Hall Representative: Quotes were being put forward for works to tarmac the drive, Cllr Whittaker looking into it. Also prices being collected for replacement tables.

Charities Representative: Next meeting 9 June 2016.

5 CORRESPONDENCE:

- a) Bromsgrove District Council - Noted
- b) The Queen's 90th Birthday Beacon Celebration - Noted
- c) Civic Charity Dinner Dance - Noted
- d) St George's Day Event - Noted
- e) Bromsgrove DC: Independent Remuneration Allowances - Noted
- f) Worcestershire County Council: South Worcestershire Development Plan - Noted
- g) Worcestershire Minerals and Waste Monitoring Report - Noted
- h) West Mercia PCC. - Noted
- i) Wellbeing in Partnership Newsletter - Noted
- j) Bromsgrove & Redditch Citizens Advice - Noted
- k) Came & Co insurance brokers - Noted

- l) West Mercia Police - Noted
- m) Superfast Broadband - Noted
- n) Bromsgrove & Redditch Open Spaces - new initiative but not relevant to PC - Noted

6 PLANNING MATTERS:

Applications for Consideration: None received

Approvals: 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. There were no objections to this proposal.

Approvals:

16/0240 The Old Malt Shovel, Hewell Lane

16/0232 Ravensdale Cottage, Brockhill Lane

Refusals: None received.

Planning Matters:

16/0240 The Old Malt Shovel, Hewell Lane: Single storey rear guest and shower room extension to replace existing conservatory. Following an email consultation with Members, a "no objection" comment was lodged on 4 April 2016.

16/0232 Ravensdale Cottage, Brockhill Lane: Reduction of first floor balcony wall and construction of a single storey pitch roof and replacement of timber picket fence with railings. An email consultation was carried out with Members, a "no objection" comment was lodged 7 April 2016.

7 **LENGTHSMAN SCHEME:** Worksheets approved for March 2016.

8 HIGHWAYS MATTERS:

Stoney Lane: parishioner has a problem with litter. Bromsgrove District Council has a litter picking schedule.

Grange Lane: A parishioner has written to the Business Secretary about speeding and heavy goods vehicles asking for a reduction in speed. Parish Council and Bromsgrove District Council are in agreement, Worcestershire County Council needs to be contacted about the matter.

Brockhill Lane: contains a ditch that floods, Bromsgrove District Council need to be contacted. Curtis Close: Noted.

9 **P3:** Grant application submitted and awaiting decision.

10 WINDPUMP:

The person who inherited the land with the wind pump has died too, so details of executors have been passed on. Need to await outcome of will. Cllr Cooper needs assistance with inventory to send to steel manufacturers. The Chairman has agreed to type it up.

11 **RAILINGS TO EARL OF PLYMOUTH MEMORIAL:** Nothing to report.

12 **BROAD GREEN BENCH:** Bench has been mended.

13 **CLERK'S RECRUITMENT:** Lorraine Griffiths commenced employment on 1 April 2016.

14 DOG MESS ON THE PARK ESTATE:

Cllr Whittaker has investigated this issue. Parish Council will have to pay for dog mess bin but no costs received yet. Once costs received Parish Council will discuss further, could possibly add to precept.

15 COMMEMORATIVE MEDAL FOR QUEEN ELIZABETH II 90TH BIRTHDAY: Under section 137, Parish Council resolved to approve contribution of £150 towards purchasing 94 commemorative medals for pupils of Tardebigge First School. Proposed: Cllr Cooper ; Seconded: Cllr Denyer.

16 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 - MEDIA POLICY - DISTRICT COUNCIL PARISH CHARTER Adoption and re-adoption signed by Chairman. Proposed: Cllr Whittaker; Seconded: Cllr Cooper.

17 DATE FOR THE ANNUAL PARISH ASSEMBLY AND ANNUAL MEETING OF THE PARISH COUNCIL: Will be held Tuesday 10 May 2016 at 7pm and followed by the usual Ordinary Meeting at 8pm.

18 FINANCE:

a)	Bank Balances: as at 31 March 2016 Current Account	£7,698.18
	31 December 2015 Deposit Account	<u>£3,811.69</u>
	Total Balance January 2016	£11,509.87

b) **Receipts:** Worcestershire CC 15/015 £171.00

c) Payments for Approval:

H Davies: Clerk's salary for March 2016	£300.17
Tardebigge First School: Contribution for Queen's Birthday Commemorative medals	£150.00
S Skeys: Lengthsman Scheme @ £11 per hour:	
T&C 45 hours	£495.00
Burcot 21 hour	£231.00
Broad Green Final Cut	£ 42.75
L Griffiths: Printer for Clerk	<u>£78.47</u>
Total	£1,297.39

d) Unpresented Cheques: None

e) Outstanding Invoices:

Evesons Fuels: 15/011	£ 25.00
Debtor refuses to pay for advert, agreed to be written off as a bad debt	
Worcestershire CC: Lengthsman 15/014;/016/017	£799.00
Paid on 4 April 2016	

f) **Annual Return for year ended 31 March 2016:** To be signed off at the meeting on 10 May, Clerk to forward onto Auditors by 10 June 2016.

HMRC submission sent 18 April 2016 and Helen Davies' P60 produced.

g) **Clerk's Contracted Gratuity:** To be put towards restoration of Cobley Hill Windpump. Cllrs thanked the Clerk for this.

- h) **Clerk's report:** Helen Davies to continue on the payroll so that she can receive her payment for extra hours worked and continue to offer advice as needed. Helen to submit her invoices for Parish Council meetings.

Finance Items - Proposed:Cllr Whittaker; **Seconded:** Cllr Cooper. **All in agreement.**

19 COMMENTS FROM MEMBERS:

Pocket Park Orchard: need to sort out bench for this area, after tree has been cut down. Cllr Cooper would like to buy some apple trees for this area, he will buy these and supply receipt for reimbursement. Cllr Cooper will liaise with Cllr Tolley and email Chairman.

Community Hall: Cllr Denyer asked about quotes for tables at Community Hall. Cllr Whittaker will look at quotes once received. Barrier to car park to be mended, there will be a pass number to access the car park. Lights to be provided for ceiling in meeting room, Cllr Whittaker to fix.

20 DATE OF NEXT MEETING:

Resolved: There will be an Ordinary Meeting of the Parish Council at 8.00 pm on 10 May 2016, in the Committee Room of Tardebigge Community Hall.

The Chairman thanked everyone for attending and closed the meeting 8.58pm.

Signed: Chairman

10 May 2016