

# Tutnall & Cobley Parish Council

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Worcestershire  
B60 2LD

Dear Parishioner

4 May 2011

I hereby invite you to attend the **ANNUAL MEETING** of Tutnall & Cobley Parish Council which will be held after the ANNUAL PARISH ASSEMBLY on **Tuesday 17 May 2011 at 7.30pm** in the Community Hall, Tardebigge. Your Clerk will be present before commencement of the meeting to witness the signing of individual Declarations of Office and Undertaking.

Yours sincerely



Helen Davies  
Clerk & Proper Officer

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## A G E N D A

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- 1 **Election of Chairman and signing of Declaration of Office.**
- 2 **To consider apologies and to approve reasons for absence.**
- 3 **Election of Vice Chairman and signing of Declaration of Office.**
- 4 **Declarations of Interest**
  - a) Register of Interests: Councillors are reminded of the need to complete/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).

### **The meeting will be adjourned for Public Question Time**

*The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. 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. (Where the Council has adopted section 12(2) of the code of conduct 2007:) 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.*

**5 To Appoint Representatives / Officers**

**6 Minutes:** To consider the approval of the minutes of the meetings of the Council on 11 April 2011 (attached).

**7 PROGRESS REPORTS FOR INFORMATION:**

- a) **Clerk:** Attached
- b) **Chairman:**
- c) **CSO John Tilt:**
- d) **District Councillor:**
- e) **County Councillor:**
- f) **Footpath Warden:**
- g) **Tree Warden:**
- h) **Community Hall Representative:**
- i) **Charities Representative:**
- j) **Conservation Officer:**

**8 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 Agendas and Minutes.
- b) Bromsgrove DC: From 6 April 2011 mileage rate is increased to 45p per mile.
- c) Worcestershire County Council: Bus Service Review – Additional Consultation until 18 May: Letter of 15 April and papers provided by WCC enclosed.
- d) British Youth Council: Local Councillor Shadowing Award: to recognise young people's understanding and involvement in local democracy. Young people must spend 10 hours shadowing their local councillors and evidence in a downloadable log book which is submitted to the examination board.

**9 PLANNING MATTERS:**

- a) **Applications for Consideration:**  
11/0248 Hewell Grange Social Club: Proposed conversion of existing former social club into 3 residential dwellings.
- b) **Approvals:** None received to date.
- c) **Refusals:** None received to date.
- d) **Planning Matters:** 10/1191 Owl Barn, Tack Farm: Erection of timber garden shed/store: Appeal notification.

**10 LENGTHSMAN SCHEME:** To consider outstanding issues.

**11 HIGHWAYS MATTERS:**

Road noise to A448.  
Review of speed limit B4096:  
Burcot to Tardebigge – no change proposed.  
Tack Farm to 95m before roundabout – reduce speed to 40mph  
95m to roundabout – increase speed to 40mph  
To consider outstanding issues.

**12 COMMUNITY PAYBACK SCHEME:** Update following meeting held on 18 April with West Mercia Probation Trust and Cllrs Whitehouse and Pengelly and the Clerk.

**13 COMMUNITY RESILIENCE:**

- 14 **RAILINGS TO PLYMOUTH MEMORIAL:**
- 15 **NEW PATH TO FRONT ENTRANCE OF COMMUNITY HALL:**
- 16 **RISK ASSESSMENT SCHEDULE:** To approve schedule; copy enclosed.
- 17 **CORE STRATEGY HOUSING PROPOSALS:** Clarification on Bromsgrove/Redditch boundary.
- 18 **FINANCE:**

a) **Accounts for the Year Ending 31 March 2011:**  
 Enclosed for Members' consideration and approval – Receipts and Payments Account for the year, Bank Reconciliation, Statement of Accounts and Schedule of Fixed Assets.

b) **Annual Return for the Year Ending 31 March 2011:**  
 Notice of annual audit (basic) received from Clement Keys; the return date is 1 August 2011. Sections 1 and 2 to be completed by Council – copy enclosed for consideration and approval.

c) <b>Bank Balances:</b> as at 30 April 2011	Current Account	£ 8,215.70
	31 December 2010	Deposit Account
		<u>£ 3,793.86</u>
	Total Balance	£12,009.56

d) <b>Receipts:</b>	Co-op Bank: Interest 5 April 2011	£ 0.58
	Bromsgrove District Council: Precept	£ 3,640.00
	Worcestershire County Council: Lengthsman Scheme	
	Invoice 10/016	£ 379.50
	Invoice 10/017	<u>£ 781.00</u>
	Total:	£ 4,801.08

e) <b>Payments for Approval:</b>		
	Broker Network Ltd: Annual Insurance from 1 June:	£ 299.64
	Simon Skeys: Lengthsman Scheme	
	£176 for Tutnall & Cobley; £88 for Burcot Village Hall	£ 264.00
	Simon Skeys: mowing x 2 at Broad Green	£ 83.00
	Worcestershire CALC: Annual Service Charge plus	
	NALC Affiliation Fee: £260.22 + £45.58 VAT	<u>£ 305.80</u>
	Total:	£ 952.44

f) **Unpresented Cheques:** None

g) **Annual Internal Audit:**

h) **PAYE Annual Return:** Return has been submitted without the usual problems.

i) **Finance Items - Proposed and Seconded:**

19 **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.

20 **DATE OF NEXT MEETING:**

To confirm the date of the next meeting which is scheduled for 14 June 2011 at 7.20pm in the Committee Room, Tardebigge Community Hall.