

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

5 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 Committee Minutes and Agendas.
- b) Redditch Borough Council: Local Plan No.4 – Public Consultation 1 April – 15 May 2013 – documents can be viewed at www.redditchbc.gov.uk/localplan Comments to be submitted by 15 May 2013.
- c) Worcestershire County Council: Temporary Closure Order: part of C2157 Linthurst Newtown for a distance of 20 metres either side of the railway bridge. Anticipated duration Thursday 2 May 2013 09:30 hours until 15:30 hours
- d) Hagley Residents Action Group: New Homes Bonus Scheme Monies for Parish Councils: email dated 23 March 2013 enclosed for information.
- e) Western Power Distribution: Invitation to Stakeholder Workshop with Luncheon: Future Investment Plans – Draft Business Plan for 2015-2023. Closest event is 18 April at the Botanical Gardens. I need to confirm by attendances by 15 April.
- f) Community First: Annual Report
- g) Worcestershire Youth Cabinet: March Newsletter: email attachment

6 PLANNING MATTERS:

Applications for Consideration:

13/0204 41 The Park: Construction of a single storey extension.

Approvals:

12/000078/CM (12/1035) Proposed construction of a new kiosk and turning head at Brockhill STW.

Refusals: None received to date.

Planning Matters:

13/0170 Wheeley Farm, Wheeley Road: extension of time for permission: new vehicular access and closure of existing access to be reinstated to garden land 10/0058.

2013/0050/ENF The Old Malt Shovel, Hewell Lane: Works not in accordance with 12/0297.

6 HOUSING GROWTH CONSULTATION: Drop-in consultation dates:

8th April	2pm - 7pm	Bentley Village Hall
10th April	10 am - 8pm	Foxlydiate Arms
19th April	10am - 5pm	Kingfisher Centre Shop (close to Thorntons and Argos)
20th April	10am - 5 pm	Kingfisher Centre Shop(close to Thorntons and Argos)
25th April	10am - 8pm	Foxlydiate Arms
29th April	2pm - 8pm	Alvechurch Village Hall

Consultation deadline is 15 May 2013. All the information and response form can be found on the Councils' joint website at www.bromsgroveandredditchplanning.co.uk

8 REINSTATEMENT OF COBLEY HILL WINDPUMP: Update

9 CHURCHYARD FOOTPATH: Update

10 RAILINGS TO THE PLYMOUTH MEMORIAL: Update

- 11 LENGTHSMAN SCHEME:**
WCC Highways have confirmed the grant for 2013/14 is £2,752 i.e. the same as 2012/13. To confirm the parish wishes to remain in the scheme and continue to administer on behalf of Burcot Village Hall Committee whose budget remains at £1582. To renew the appointment of S Skeys as Lengthsman and confirm the hourly contract fee.
Thanks from a parishioner for Hewell Lane siding out near The Barns.
To consider outstanding issues.
- 12 HIGHWAYS MATTERS:**
To consider outstanding issues.
- 13 COMMUNITY HALL CAR PARK ENTRANCE RESURFACING:**
- 14 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:** Documents can be emailed on request. To consider and approve re-adoption.
- 15 DATE OF THE ANNUAL PARISH MEETING and ANNUAL MEETING:** Suggested date is 7pm, Tuesday 14 May, to be followed by the Ordinary Meeting at 8pm. To be agreed.
- 16 COUNCILOR HOLLINGSWORTH'S VIEWS ON PARISH COUNCILS:** To consider whether to make a response to the article in Bromsgrove Standard on 8 March – copy of the article and Worcestershire CALC's reply is enclosed.
- 17 FINANCE:**
To consider:
- | | | | |
|----|--|--|-------------------|
| a) | Bank Balances: as at 31 March 2013 | Current Account | £ 5,159.99 |
| | 31 December 2012 | Deposit Account | <u>£ 3,800.98</u> |
| | | Total Balance | £ 8,960.97 |
| | | | |
| b) | Receipts: | Co-op Bank: Interest 5 March 2013 | £ 0.63 |
| | | Worcestershire CC: Lengthsman 12/018 | £ 226.00 |
| | | K & E Tolley: Newsletter advert | <u>£ 10.00</u> |
| | | Total | £ 236.63 |
| | | | |
| c) | Payments for Approval: | | |
| | Simon Skeys: Lengthsman Scheme March 2013 | | |
| | T&C 47 hrs; Burcot 33 hrs; total = 80 hrs @ £11 per hour | | £ 880.00 |
| | H Davies: Clerk's salary for March 2013 | | £ 265.15 |
| | HMRC: | | £ 53.03 |
| | Porters: 3 flags + delivery £107.96 + £21.59 VAT | | £ 129.55 |
| | Worcestershire CALC: Clerk's training on 28 Feb & 19 March | | £ 20.00 |
| | S Cooper: P3 expenses | | <u>£ 268.06</u> |
| | | Total: | £1,615.79 |
| | | | |
| d) | Unpresented Cheques: | None | |
| | | | |
| e) | Outstanding Invoices: | WCC Lengthsman 12/017 | £446.00 |
| | | | |
| f) | Clerk's Remuneration: | The Clerk's annual increment is due on 1 April 2013 and requests the hourly increment is increased from SCP 22 £10.198 to SCP 23 £10.498. Scale is enclosed for information. | |
| | | | |
| g) | Payment of Clerk's salary and HMRC: | To consider setting up monthly standing orders. | |

h) **Audit Commission Annual Return:** Grant Thornton has advised the Return must be submitted by 1 July 2013. The Notice of Appointment of Date for the Exercise of Electors' Rights must be displayed by 20 May 2013.

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

18 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.

19 DATE OF NEXT MEETING: Subject to Item 15, there will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 8.00 pm on **Tuesday 14 May 2013.**