

# Tutnall & Cobley Parish Council

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69 Cavendish Street  
Worcester

Worcestershire  
WR5 3DX

Dear Councillor

2 June 2020

You are duly required to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 9 June 2020** at **7.20 p.m** via **Zoom using the following link**: <https://us02web.zoom.us/j/89292970754?pwd=YzQyRIBDVepJZVozODRXSXRvZzJEUT09>  
Password: 341090

Yours sincerely

Lorraine Griffiths

Lorraine Griffiths  
Clerk & Proper Officer

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## Public Comment:

From 7.20 p.m. residents are invited to give their views and questions to the Parish Council on issues in this Agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.30 p.m. 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.

## A G E N D A

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**1 To receive apologies and to approve reasons for absence.**

**2 DECLARATIONS OF INTEREST:**

- a) *Register of Interests: Councillors are reminded of the need to update their register of interests.*
  - b) *To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.*
  - c) *To declare any Other Disclosable Interests in items on the agenda and their nature.*
- Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest, which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items.*

*Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.*

*To consider written requests from councillors for the council to grant a dispensation (section 33 of the Localism Act 2011) – written requests to be with the clerk at least four clear days prior to the meeting.*

**3 Minutes:** To consider the approval of the minutes of the Annual meeting of the Council on 13 May 2020 (attached).

4 **PROGRESS REPORTS FOR INFORMATION:** Items raised for a decision will appear on the agenda for the next meeting:

- a) **Clerk:**
- 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** – correspondence has been emailed.

- a) Bromsgrove District Council: <http://moderngovwebpublic.bromsgrove.gov.uk/> for details on: Planning Committee Minutes and Agendas.
- b) Wellbeing in Partnership newsletter – emailed
- c) The Rural Bulletin – emailed
- d) Coronavirus/Covid 19 updates – emailed
- e) Worcestershire Community Foundation (WCF) COVID-19 response - Financial Support for Charities, Voluntary Sector and other Worcestershire based organisations – emailed
- f) CALC - Training for Climate Emergency - emailed

6 **PLANNING MATTERS:**

**Applications for consideration: 20/00546/FUL – 34 The Park, Redditch B97 6QF -** Removal of existing single storey utility and replaced with a two storey side extension. Proposed single storey rear extension – deadline for comments – 15<sup>th</sup> June 2020.

**Refusals:**. none

**Appeals:**. none

7 **WINDPUMP** – update

8 **LENGTHSMAN SCHEME**

9 **HIGHWAY MATTERS**

10 **FINANCE: To consider:**

a)	<b>Bank Balances:</b>	as at 31 May 2020 Current Account	£ 11,047.12
		as at 31 May 2020 Deposit Account	<u>£ 3,844.19</u>
		Total Balance 31 May 2020	£ 14,891.31
b)	<b>Receipts:</b>		
		Worcestershire CC	£134.00
		Worcestershire CC	£ 784.03
c)	<b>Payments for Approval:</b>		
		L Griffiths: Clerk's salary for May 2020	£ 297.00
		Clerk's expenses for May 2020	£ 57.86
		Pat Butts: Internal Audit fee	£ 100.00
		<b>Total</b>	<b>£ 454.86</b>

**Unpresented Cheques:** none

**d) Outstanding Invoices:** None

**e) Finance Items - Proposed and Seconded**

## **11 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN for year ended 31 March 2020**

- a) Notice of annual audit received from PKF Littlejohn; the return date for the exemption certificate is 30 June 2020. Part 2, sections 1 and 2 to be approved by the Parish Council and signed by Clerk and sent to Chairman for signature – copy enclosed for consideration. This information will then be displayed on Parish Council's website to comply with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.
- b) Internal Auditor's report is attached separately as it was completed by the Internal Auditor separately.

## **12 WILD AREA ON BROAD GREEN**

Cllr Ryan has requested the establishment of a 'wild' area on Broad Green. Just a space that is mown only once a year to allow whatever is there to grow and provide an insect habitat. He proposes the area next to the rose bed, closest to Brockhill Lane, a tricky bit to mow at the best of times. He has also weeded and mulched the rose bed.

**13 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.

**14 DATE OF NEXT MEETING:** There will be an Ordinary Meeting of the Parish Council to be held via Zoom at 7.20pm on Tuesday 14th July 2020.