

Tutnall & Cobley Parish Council

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Dear Parishioner

5 October 2011

You are invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 11 October 2011** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

Yours sincerely



Helen Davies
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 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.

AGENDA

- 1 **To receive apologies and to approve reasons for absence.**
- 2 **DECLARATION OF INTEREST:**
 - a) Register of Interests: Councillors are reminded of the need to 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.)
- 3 **Minutes:** To consider the approval of the minutes of the meetings of the Council on 13 September 2011 (attached).
- 4 **PROGRESS REPORTS FOR INFORMATION:** Items raised for a decision will appear on the agenda for the next meeting:
 - a) **Clerk: Attached**
 - b) **Chairman:**
 - c) **Police: 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:**

- 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 and Standards Committee Minutes and Agendas.
 - b) Bromsgrove DC: Consultation on Proposed Planning Application Validation Criteria: Comments required by 9 Nov. Draft requirements are available at www.bromsgrove.gov.uk
 - c) Bromsgrove DC: Black History Month – Oct – leaflets to publicise events.
 - d) Worcestershire County Council: Temporary Road Closure Notice: Brockhill Lane from its junction with Hewell Lane to its junction with Butlers Hill Lane. Stoney Lane from its junction with Hewell Lane to its junction with Cobley Hill. For two days only for each road over a 5 week period commencing 1 November.
 - e) Worcestershire CC: Waste Core Strategy Development Plan Document: consultation on the addendum to the submission document; comments by 15 November. Response form and guidance notes on www.worcestershire.gov.uk/wcs
 - f) Boundary Commission for England: Consultation on the proposals is open until 5 December 2011. www.independent.gov.uk/boundarycommissionforengland
 - g) NALC/Campaign to Protect Rural England: How to respond to planning applications an 8 step guide. Can also be views at www.planninghelp.org

6 **PLANNING MATTERS:**

Applications for Consideration:

- 11/0842 Brockhill East Development Site, Weights Lane: Residential development of up to 220 dwellings with associated open space and access arrangements.
11/0656 Tyler's Lock, London Lane: Part respective for the removal of timber decking and excavation to accommodate renovation works and create patio area and external storage for unit two, with new access terrace and associated balustrading for unit three.
11/0669 Tyler's Lock, London Lane: As above Listed Building Consent.

Approvals:

- 11/0709 and 11/0698 Wharf Cottage: Amendment to application 11/0266 to include demolition of half brick gable wall for reconstruction to Wharf Cottage with LBC.
11/0612 and 11/0680 Tutnall Hall, Tutnall Lane: Proposed demolition and reconstruction of single-storey conservatory with LBC.

Refusals: None received to date.

Planning Matters:

- 2011/0164/ENF 5 The Drive, Redditch: Breach of condition attached to application 11/0248.
2011/0127/ENF Sawmill House, Hewell Lane: Alleged Breach: Change of use from domestic to retail unit. Location plan obtained by BDC has been circulated to Members.

- 7 **PARISH NEWS VIA EMAIL REGISTER:** Burcot produces one; do we want to?
- 8 **REINSTATEMENT OF COBLEY HILL WINDMILL:** Update
- 9 **COMMUNITY RESILIENCE:** To consider adopting the Community Emergency Plan. A decision needs to be made on the members of the Community Response Team (page 7) and Communications phone cascade (page 19).
- 10 **CHURCHYARD FOOTPATH:** Update
- 11 **FOOTPATHS MAINTENANCE BLACKWELL GOLF COURSE:** To consider email received by a member of the public; copy enclosed for Members' information.
- 12 **EXPENSES:**
- 13 **THE BROCKHILL ACTION GROUP (Save the Green Belt):** Update on RBC Planning Meeting held on 7 September.

- 14 **LENGTHSMAN SCHEME:** To consider outstanding issues.
- 15 **HIGHWAYS MATTERS:**
Cobley Hill: new kerbing installed by Highways
To consider outstanding issues.
- 16 **BULBS:** Webbs: no free bulbs available; we will be contacted if the position changes.
- 17 **FRUIT TREE PLANTING:**
- 18 **COUNTY COUNCILLOR'S DIVISIONAL FUND:** £1,000 fund has been allocated to the Parish. To agree items which can promote or improve the economic, social or environmental well-being of the Parish or those within it.
- 19 **BROAD GREEN:** Cost of proposed works:
- 20 **NEW PATH TO FRONT ENTRANCE OF COMMUNITY HALL:** To receive feedback from the Community Hall regarding proposals and make a decision on letting the contract.
- 21 **NEWSLETTER:** To consider articles and ideas for front cover.
- 22 **PARISH COUNCIL FORUM:** Due to costs, BDC are proposing to axe these meetings with officers just making presentations at the Bromsgrove CALC meetings as and when required. The Monitoring Officer Liaison Meetings with Parish Clerks would continue. CALC has asked for our comments on the proposal by 22 October.
- 23 **FINANCE: to consider:**
- a) **Bank Balances:** as at 30 September 2011 Current Account £4,600.27
31 December 2010 Deposit Account £3,793.86
Total Balance £8,394.13
- b) **Receipts:** Co-op Bank: Interest September 2011 £ 0.60
- c) **Payments for Approval:**
- | | |
|--|----------------|
| Clement Keys: External Audit £135 + £27 VAT | £ 162.00 |
| Worc SLCC: Clerks' Gathering 16 Nov | £ 7.50 |
| Worcestershire CALC: Clerks' Gathering 23 March 2011 | £ 7.50 |
| held back as request had been made to settle when amount reached £10 | |
| G Whitehouse: Chairman's Expenses | <u>£ 50.00</u> |
| Total | £ 227.00 |
- d) **Unpresented Cheques:** none
- e) **Year to Date Budget:** Schedule enclosed for Members' information.
- f) **Budget for 2012 / 2013:** Start to consider items / costings for next year.
- g) **Quarterly Audit:** Verbal update.
- h) **Appointment of Internal Auditor:** To confirm appointment letter can be sent to P Butts to carry-out 2011/12 annual audit at the agreed fee of £125.
- i) **Finance Items - Proposed and Seconded:**
- 24 **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.
- 25 **DATE OF NEXT MEETING:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.20 pm on **Tuesday 8 November 2011**.