

Tutnall & Copley Parish Council

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Dear Parishioner

6 June 2012

You are invited to attend the next Ordinary Meeting of Tutnall & Copley Parish Council which will be held on **Tuesday 12 June 2012 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 8 May 2012 (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:**

- 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: Annual Civic Service Sunday 1 July invitation to Chairman & Clerk.
 - c) Bromsgrove DC: Fly a Flag for our Armed Forces: Monday 25 June 10.30 at the Council House. Invitation to all Members, attendees need book a place.
 - d) Bromsgrove DC: Love Where You Live: campaigns in 2012-13 to target litter, dog fouling and recycling issues. More details on <http://www.lovetheplaceyoulive.org/>
 - e) Hagley Parish Council: Copy letter to Cllr Blagg regarding reduced and withdrawn local policing services. Enclosed for information.
 - f) Audit Commission: Consultation on appointment of external auditor for 2012/13 and future years. Consultation of the proposal to appoint Grant Thornton UK LLP to audit our annual return for five years from 2012/13. Comments by 29 June. Income / expenditure under £10,000 will not be subject to audit fees.

6 **PLANNING MATTERS:**

Applications for Consideration:

- 12/0351 Hewell Grange: Repair of 19C melon pit in walled garden
- 12/0364 Meadow Bank Farm, Stoney Lane: Proposed 'Granny Flat' extension to an existing bungalow.
- 12/0401 Brockhill East Development Site, Weights Lane: Mixed use development of up to 200 dwellings, 5,000sqm (gross) Class B1 office floorspace with associated open space and access arrangements – outline application.
- 12/0411 The Ridgeway, Alcester Road: Demolition of single storey wing, full refurbishment & extension of The Ridgeway.
- 12/0353 Highland Orchard Farm, Hewell Lane: Proposed extension to rear of property.

Approvals: None received to date.

Refusals: None received to date.

Planning Matters:

- 7 **REINSTATEMENT OF COBLEY HILL WINDPUMP:** Update
As there is a £250 excess on the policy, the insurers have advised that the windpump will not be shown on our insurance policy; however the brokers have made a separate note of our purchase. The windpump will be shown on the fixed asset register.
- 8 **CHURCHYARD FOOTPATH:**
- 9 **ROAD SIGN AT JUNCTION WITH TUTNALL LANE & TUTNALL CLOSE:** To consider replacement. Copy of correspondence from a Tutnall Close resident is enclosed.
- 10 **LENGTHSMAN SCHEME:** To consider outstanding issues.
- 11 **HIGHWAYS MATTERS:** The County Cllr has advised £500 grant is now available. There is an additional £300 for the Community Hall to apply for new tea pots etc.
To consider outstanding issues.
- 12 **BROAD GREEN FLOWER BED:**

- 13 CODE OF CONDUCT:** To resolve:
 To adopt the Worcestershire model Code of Conduct with effect from 1st July, and to delegate to the clerk the ability to amend the document as needed when a final version is made available.
 To delegate to the clerk the ability to make any changes needed to standing orders to allow the council to comply with procedural changes resulting from adopting the new code
 That council members will register interests with the district council as soon as the regulations specifying them are published.

A copy of the model code of conduct is enclosed.

14 FINANCE: to consider:

a)	Bank Balances: as at 31 May 2012	Current Account	£6,245.14
		31 December 2011	Deposit Account
			<u>£3,797.41</u>
		Total Balance	£10,042.55

b) **Receipts:** Co-op Bank: Interest 4 May 2012 £ 0.73

c) **Payments for Approval:**

The Information Commissioner: Registration Renewal	£	35.00
P E Butts: Internal Audit Fee	£	125.00
H Davies: Salary £626.52; Expenses £177.21	£	803.73
HMRC:	£	156.64
S Skeys: Lengthsman Scheme: @ £11 per hour		
T&C: Apr 16 hours, May 15 hours	£341.00	
Burcot: Apr 8 hours, May 6 hours	£154.00	
Broad Green mowing: 4 cuts @ £42/cut	£168.00	<u>£ 663.00</u>
	Total:	£1,783.37

d) **Unpresented Cheques:** none

e) **Receipts & Payments Account 2012/13:** Corrected schedule to be 'signed off'.
 Copy enclosed for information.

f) **Bank Account Signatories:** To confirm Geoffrey Whitehouse and Lynda Hakesley be removed as signatories.
 To agree existing signatories: Keith Tolley, Peter Whittaker, Michael Ashwin, Lynn Denyer, Steven Orr-Cooper.
 To agree new signatory: Michael Pengelly
 To complete and sign bank documentation.

g) Quarterly Audit: verbal update

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

- 16 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.

- 17 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 10 July 2012.**