

Tutnall & Cobley Parish Council

Tel: 01527 577833
e-mail: tutnallcobleypc@btinternet.com
<http://www.worcestershire.gov.uk/MyParish>

118 New Road
Aston Fields
Bromsgrove
Worcestershire
B60 2LD

Dear Parishioner

1 October 2013

You are duly invited to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 8 October 2013** 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 G E N D A

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 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 an 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 meetings of the Council on 10 September 2013 (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) **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) Bromsgrove DC: Bromsgrove District Plan 2011 – 2030 Proposed Submission Document: letter dated 30 September 2013 enclosed for information.
 - c) Bromsgrove Partnership Annual Report 12/13. This is the Local Strategic Partnership (LSP) for the District which brings together organisations from the public, private and voluntary sector to address cross-cutting issues that are important to the local communities we serve.
 - d) Bromsgrove Black History Society: Black History Month October 2013 leaflet
 - e) Redditch Borough Council: Borough of Redditch Local Plan No.4 Proposed Submission document: Representation period 30 September – 11 November 2013
 - f) Worcestershire CALC: budget setting information 2014 - 15 enclosed for information.
- 6 **PLANNING MATTERS:**
- Applications for Consideration:**
13/0659 Extension of time for permission: 3 Tutnall Grange: conversion of storage space above garage into habitable accommodation and addition of dormer window to rear. Planning approval B/2007/1256 and 10/0682
- Approvals:** None received to date.
- Refusals:** None received to date.
- Planning Matters:**
13/0727 2 The Woodlands, Hewell Lane: Certificate Existing Lawful Use/Dev for single storey permanent residential dwelling.
- 7 **REINSTATEMENT OF COBLEY HILL WINDPUMP:** Update
- 8 **RAILINGS TO THE PLYMOUTH MEMORIAL:** Update
- 9 **LENGTHSMAN SCHEME:** To consider outstanding issues.
- 10 **HIGHWAYS MATTERS:**
Himalayan balsam: eradication policy
Hewell Lane gabions: update
To consider outstanding issues.
- 11 **COMMUNITY HALL CAR PARK ENTRANCE RESURFACING:**
- 12 **BACKING-UP IN 'THE CLOUD':** rackspace.co.uk say 7p/GB; PC's current files equate to 250MB approx.
- 13 **INSURANCE RISK: LIBEL & SLANDER COVER:** see previous Clerk's Report for definitions.
- 14 **ORCHARD MAINTENANCE:** Update.
- 15 **DOLAN PARK DISCHARGE:**
- 16 **BROAD GREEN FLOWER BED:**
- 17 **NEIGHBOURHOOD PLANS:** see Clerk's report

18 **COUNCILLOR TRAINING ON THE GENERAL POWER OF COMPETENCE:** Cost for training after a PC meeting (if this is the preference) would be £100 plus travel expenses.

19 **NEWSLETTER:** Front cover suggestions.

20 **FINANCE:**

To consider:

- a) **Bank Balances:** as at 30 September 2013 Current Account £ 4,939.37
5 April 2013 Deposit Account £ 3,802.76
Total Balance £ 8,742.13
- b) **Receipts:** Co-op Bank: Interest 5 September 2013 £ 0.75
Co-op Bank: Deposit Account Interest 5 April 2013 £ 1.78
St Bartholomew's Church: footpath £1,250.00
Worcestershire CC: Lengthsman 13/010 & 13/011 £ 287.00
£1,539.53
- c) **Payments for Approval:**
H Davies: Clerk's salary for September 2013 £220.68
H Davies: refund for grass seed purchase £30 + £6 VAT £36 £ 255.68
HMRC: for September salary £ 55.00
Patricia Butts: internal audit fee (June cheque lost in post) £ 125.00
Worcestershire CALC: Clerk's training on 24 September £ 5.00
Total: £ 440.68
- d) **Unpresented Cheques:** None
- e) **Outstanding Invoices:** None
- f) **Year to Date Budget:** Enclosed. Need to start thinking about next year's budget.
- g) **Quarterly Audit:** verbal update
- h) **End of year P9D submission:** HMRC have still not fixed the fault despite numerous phone calls to the clerk.
- i) **Finance Items - Proposed and Seconded:**

21 **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:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.20 pm on **Tuesday 12 November 2013.**

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