

Tutnall & Cobley Parish Council

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Dear Councillor

7 October 2014

You are duly required to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 14 October 2014** 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 9 September 2014 (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 Polling District and Polling Place Review 2014 (Stage Two) already emailed.
 - c) Worcestershire CC Highways: A new team – the Local Response Team. This team could be considered as a "Lengthsman Plus" and will work with Parish Councils to undertake work which maybe just beyond the capabilities of your Lengthsman. One of our Highways Liaison Engineers will contact you in due course to discuss whether this team can be of assistance to you, however with in excess of 160 Parishes in Worcestershire, we won't be able to get to all Parishes this year, so please don't think you've been forgotten! I also attach our second Winter Newsletter.
The new Highways online service can be used to report issues in your Parish and receive automatic updates. <https://www.worcestershire.gov.uk/online-reporting/>
 - d) Worcestershire CALC: Autumn Training Programme already emailed.
 - e) PACT: South Rural Newsletter September 2014 – to be emailed.
 - f) FairTrade Fair 25 October at the Methodist Centre 10 – 1.30
 - g) Autumn Council Matters: our insurer's newsletter covers risk assessments and lengthsman – to be emailed.
 - h) Shindig: invitation to a performance of Each Slow Dusk by Pentabus Theatre Company at Heightington Village Hall on Saturday 8th November starting at 7.45pm; which will transport you to the battlefields of 1914 and back again. Complimentary tickets from kirsty@liveandlocal.org.uk by 20th October; any questions ring 01926 402173.

6 **PLANNING MATTERS:**

Applications for Consideration:

14/0585 Butlers Hill Farm, Weights Lane: single storey side extension for garage and sun room.

Approvals: None received to date.

Refusals: None received to date.

Planning Matters:

2014/0171/ENF Hewell Dairy, Hewell Lane: Conversion of garage to dwelling: a Planning Contravention Notice has been issued.

14/0207 Border Fencing, Lower House Farm, Stoney Lane: Provision of additional storage space for fencing and timber materials to support existing fencing and timber building construction business, additional off-road parking, new access and security fencing: Appeal to be determined on written representations; closing date 27 October 2014.

14/0699 Robin Hill Farm, Stoney Lane: Two storey side extension to existing dwelling, demolition of existing conservatory and internal alterations. Appeal against non-determination of a planning application. 14/0699 was submitted in June but had not been validated by the 8 week target date. No consultations have been carried out until now. Submission of the current appeal means that the decision on the application now rests with the Planning Inspectorate in Bristol. We commented on a similar application 14/0157 in April to say we had no objections. The closing date for representations is 20 October 2014.

14/0416 Whitegates, Tutnall Lane: Demolition of coach house to the front, demolition of the extensions to Whitegates and the construction of a new dwelling on adjacent land. This application was approved on 28 August 2014. The appeal on 13/0410 for the demolition of existing (Whitegates) and annex (Little Whitegates) and erection of replacement dwelling and annex with improved vehicular access and associated works was dismissed on 6 August 2014. Do we wish to query the decision process with Bromsgrove DC?

7 RAILINGS TO THE PLYMOUTH MEMORIAL: Further forms now need to be completed – copies attached – and the registry fee cheque has to be re-issued to SME Solicitors. To confirm agreement to the Petition and Notification of Advice. The Petition has to be published and PCC resolution obtained before work can start.

8 REINSTATEMENT OF COBLEY HILL WINDPUMP: Update.

9 LENGTHSMAN SCHEME: To approve worksheet for 2 September to 6 October 2014 – copy attached.
To consider outstanding issues.

10 HIGHWAYS MATTERS:

Grit bin refill for High House Lane will cost £90 – do we want to place an order if empty?
Curtis Close grit bin: £150 to include green bin and one fill – do we still want to place the order?
To consider outstanding issues.

11 ORCHARD MAINTENANCE & FURNITURE: The picnic table has been ordered from Solway Direct £525 + VAT £105; no delivery charge.

12 PLYMOUTH HOUSE DISCHARGE: Update

13 NEWSLETTER: Articles needed by 6 November please.

14 REPAIR OF BENCH ON BROAD GREEN: Update. Can the woodwork be cleaned?

15 FINANCE: To consider:

a) Bank Balances:	as at 30 September 2014	Current Account	£5,924.38
	4 October 2013	Deposit Account	<u>£3,804.54</u>
		Total Balance	£9,728.92
b) Receipts:	Co-op Bank: Interest September 2014		£ 0.83
	Worcestershire CC: Lengtsman Scheme 14/005		<u>£ 314.00</u>
		Total	£ 314.83

- c) **Payments for Approval:**
- | | |
|---|---|
| H Davies: Clerk's salary for September 2014 | £ 284.67 |
| Solway Direct: picnic table £525 + VAT £105 | £ 630.00 |
| S Skeys: | |
| <i>Broad Green Grass Cuts:</i> | |
| 2 cuts for September 2014 @ £42.75 per cut | £85.50 |
| <i>Lengthsman Scheme:</i> | |
| T&C 2 September – 6 October 2014 | |
| 12 hours @ £11 per hour | £132.00 |
| Burcot | |
| August 2014 8 hours @ £11 per hour | £88.00 |
| September to 4 October 2014 | |
| 8 hours @ £11 per hour | £88.00 |
| | <i>Total for S Skeys:</i> <u>£ 393.50</u> |
| | <i>Total</i> £1,308.17 |
- d) **Unpresented Cheques:** S Cooper: P3 £30.00
- e) **Returned Cheque:** Diocesan Registry: church railings £160.00
- f) **Outstanding Invoices:** 14/004 Worcestershire CC £732.00
- g) **Year to Date Budget to 30 September 2014:** attached
- h) **NALC Financial Regulations:** Have been updated after the last meeting and now submitted for formal approval. Document to be emailed.
- i) **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 11 November 2014.**