

# Tutnall & Cobley Parish Council

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69 Cavendish Street  
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WR5 3DX

Dear Councillor

1 April 2019

You are duly required to attend the next Ordinary Meeting of Tutnall & Cobley Parish Council which will be held on **Tuesday 9 April 2019** at **7.20 p.m.** in the **Committee Room of the Community Hall, Tardebigge.**

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.

## AGENDA

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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 Ordinary meeting of the Council on 12 March 2019 (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) BDC small grants scheme 2019/2020 – emailed
  - d) 5 days notice of speed restriction– emailed

6 **PLANNING MATTERS:**

**Applications for Consideration: 19/00206/FUL – Plymouth House, Alcester Road, Tardebigge, Bromsgrove B60 1NE** – Full application for conversion of redundant nursing home to form 6 no. Residential units and the Erection of 3 no. dwellings with associated access driveway, parking areas and landscaping – deadline for comments is 19 April 2019.

**19/00207/LBC: Plymouth House, Alcester Road, Tardebigge, Bromsgrove B60 1NE** – Listed building consent for conversion of redundant nursing home to form 6 no. Residential units and the Erection of 3 no. dwellings with associated access driveway, parking areas and landscaping – deadline for comments is 19 April 2019.

**Approvals: COU Prior Approval for 19/00349/CUPRI: Sunny Bank Farm, Stoney Lane, Alvechurch B48 7DG** – change of use of 2 no. agricultural buildings to 2 no. dwellings.

**Appeals:** None

**Refusals:** None.

- 7 **WINDPUMP** – update

8 **LENGTHSMAN SCHEME**

9 **HIGHWAY MATTERS**

10 **FINANCE: To consider:**

<b>a) Bank Balances:</b>	as at 31 March 2019 Current Account	£ 6,830.42
	as at 31 March 2019 Deposit Account	<u>£ 3,818.34</u>
	Total Balance 31 March 2019	£10,648.76
<b>b) Receipts:</b>	Tardebigge Court advert in newsletter	£ 25.00
<b>c) Payments for Approval:</b>		
	L Griffiths: Clerk's salary for March 2019	£ 267.83
	Clerk's expenses for March 2019	£ 48.57
	S Skeys: Lengthsman scheme @ £15 per hour	
	Burcot: 13 hours	£ 195.00
	Tutnall & Cobley: 51 hours	<u>£ 765.00</u>
	<b>Total</b>	<b>£ 1,276.40</b>

**Unpresented Cheques:** none

**d) Outstanding Invoices:** None

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

- 11 REVIEW OF PROCEDURAL DOCUMENTATION: STANDING ORDERS – FINANCIAL REGULATIONS - INTERNAL FINANCIAL CONTROL POLICY – FREEDOM OF INFORMATION – CODE OF CONDUCT – SCHEME OF DELEGATION – COMPLAINTS PROCEDURE – COMMUNITY EMERGENCY PLAN – MEDIA POLICY - DISTRICT COUNCIL PARISH CHARTER:** In addition, it is proposed to adopt NALC’s Model Disciplinary Procedure and NALC’s Model Grievance Procedure. Documents can be emailed on request. To consider and approve adoption and re-adoption.
- 12 INCREMENT REQUEST FOR CLERK –** to progress to SCP 21 from 1 April 2019 (NALC salary award for 2019/2020 attached).
- 13 DATE FOR THE ANNUAL PARISH ASSEMBLY and ANNUAL MEETING OF THE PARISH COUNCIL:** Will be Tuesday 14th May 2019 at 7.00pm followed by the usual Ordinary Meeting at 8.00pm.
- 14 DATE OF JUNE MEETING**
- 15 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.
- 16 DATE OF NEXT MEETING:** There will be an Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 8pm on Tuesday 14 May 2019.