

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 10 May 2010
at Chaddesley Corbett Village Hall
at 7.40 p.m.**



Present: Acting Chairman - Cllr K Bartlett, Cllrs R Pugh, L Stockford, D Thomas, W Mack, Mrs J Fox, Mrs P Pardoe, M Walford, G Vernon, B Green: District Councillor Mr S Williams, Clerk Mrs Y Scriven. A member of the public also attended.

POLICE

Apologies had been received from the CSO, who had contacted the Clerk and reported that incidents of anti-social behaviour concerning the allotments were being investigated. Cllr M Walford tabled a letter from a resident who had observed a vehicle driving from Hemmingway into Fishers Lane and on one occasion a number plate had been left behind. The clerk was asked to report this to the police as an official incident. Residents were reminded that they could themselves ring the police at any time to report incidents such as these and should obtain an incident number. The telephone number is 0300 3333000.

1. **APOLOGIES:** Cllr J Swift

Cllr K Bartlett welcomed new Councillors Bob Green and Will Mack to the Parish Council and thanked outgoing Councillors Steve Williams and Michael Bird for their 4 years service on the Parish Council.

William Waldron had been shortlisted as one of the top three candidates for the National Association of Local Council Awards – Council Worker of the Year, and had been invited to receive his prize at a ceremony to be held in London on Thursday 13 May 2010. This was a tremendous accolade for the Parish Council and for Bill himself and he was thanked for all his work on behalf of the Parish.

2. **DECLARATIONS OF INTEREST:** Cllr K Bartlett: Personal Interest – Item 5.10.

The meeting was adjourned for Public Question Time.

The meeting re-opened.

3. **MINUTES:**

- a) Minutes of Meeting held on 29 March 2010 were approved and signed by the Acting Chairman.
- b) Minutes of the Planning Committee meeting held on 29 March 2010 were accepted.

4. **CHAIRMAN'S REPORT**

The Chairman, Cllr J Swift, was unable to attend the meeting due to business commitments abroad, but had sent a written report, welcoming Cllrs Will Mack and Bob Green to the Parish Council, and thanking Michael Bird and Steve Williams for their past service. He also thanked Cllr Ken Bartlett for his support as Deputy Chairman, the Clerk for her competent service and all Councillors for their support and encouragement.

5. **CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION**

- 5.1 **Affordable Housing:** Following several meetings of the Working Group, a recommendation was made to the Parish Council for the development of up to 11 properties of various sizes, for both letting and part ownership should be considered, on three sites within the Parish. It was agreed that more information was required on the affordability of the proposed properties and whether the need still existed since the housing needs survey was now two years old. It was

suggested that the District Enabler should be asked to obtain this information which should then be presented to the Parish Council at a special meeting when more detailed discussions could take place without time constrictions.

5.2 Annual Parish Meeting

This would take place at the Village Hall on Wednesday 16 June at 7.00 for 7.30 p.m. Refreshments would be provided from 7.00 p.m. The Agenda was discussed and speakers agreed.

5.3 Parish Plan Review

A review of actions identified by the Parish Plan had taken place by the Working Group and a revised report submitted for consideration. It was agreed to refer this to the Chairman of the Steering Group for further consideration.

5.4 Financial Return 2009/10

The Clerk submitted a detailed report of income and expenditure compared with budget with explanations of variations from the previous year, including bank reconciliations and a risk assessment. The internal audit had been satisfactorily completed. The Parish Council formally approved the draft accounts and signing of the Financial Return would take place at the next meeting.

5.5 Local Council Insurance Renewal

A review of potential insurers had taken place last year and the Clerk recommended that we should once again renew our insurance with AON, at a cost of £615.84 plus IPT Tax and admin costs, making a total of £651.63. This was agreed.

5.6 Burial Ground: - Cllr K Bartlett reported that burials had reduced considerably during the year and consequently the income. Maintenance was continuing, two plots had been levelled and others would follow. One headstone had become dangerous and would be laid flat whilst relatives were sought.

5.7 Allotments/Community Orchard: Cllr L Stockford asked if part of Plot 1 could be left for allotment holders to use for parking, but it was agreed that no further escalation of the facilities on the allotment site should take place. This plot would now be let. One tenant had been given notice of termination of his lease.

5.8 Lengthsman Scheme: Cllr G Vernon reported that routine maintenance had taken place on the A448 at Redcross, Brockencote and Winterfold, and gully's, grips, outfalls and headwalls had been cleared along Fox Lane and Cakebole. The Lengthsman continues to report pavement and highway defects directly to the Hub. Cllr Vernon added his congratulations to Bill Waldron for his national award. The Clerk reported on attendance at the Steering Group at Worcestershire County Council and expressed concern that the method of payment for this work had been changed without consultation with the Steering Group. It was noted that each County Councillor had £4,000 to allocate as they wished for highway work.

5.9 Working Groups: Deferred.

5.10 Scottish Widows Investment: Information had been obtained on an investment account which was currently paying 1.5 to 1.75% interest. Scottish Widows are a division of Lloyds Bank and investors are protected by their own insurance company. It was agreed to open an account with an initial deposit of £50,000 on 7 days notice.

6. PROGRESS REPORTS – FOR INFORMATION

6.1 Parking in the Village: The clerk was asked to arrange another meeting of the Working Group as soon as possible.

- 6.2 **Trees in the Parish:** A survey had been carried out by Worcestershire County Council who were now considering what action should be taken. Many of the trees were in need of shaping and improving, which would not be done by the County Council. County Cllr S Clee should be asked to intervene.
- 6.3 **Worcestershire County Council Parish Conference:** A report had been submitted and was noted.
- 6.4 **Parish Forum:** A report and associated papers had been submitted and were noted. The Parish Council would participate in a review of S136 payments from the District Council.
- 6.5 **First Aid Training Course:** - Only two applications so far. The course may have to be cancelled.
- 6.6 **School –** No progress report at this time.
- 6.7 **Steps at top of Hemmingway:** Still awaiting firm quote from the Housing Association, second quote obtained at £683. Further quotation being obtained.
- 6.8 **Drainage Winterfold Pools:** An initial survey of a drain had been carried out by Wyre Forest District Council, which revealed it was blocked by mud. Further work would be carried out to clear the blockage.

7 CONSULTATION DOCUMENTS/MEETINGS

- 7.1 **Annual Parish Meeting –** Wednesday 16 June 2010 at 7.00 for 7.30 p.m.
- 7.2 **New Councillor Training Sessions:** 8 June, 23 June and 6 July.

8. REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES

- 8.1 **Police:** Nothing to report.
- 8.2 **Worcestershire Association of Local Councils – Area Meeting:** Cllr M Walford distributed copies of the Minutes of the last meeting which were noted.
- 8.3 **Village Hall:** Nothing to report
- 8.4 **District Council:** District Cllr S Williams reported that 23 Conservative Councillors had been elected on 6 May, with 8 Independent and others. Pauline Hayward was returned for Chaddesley and Blakedown Ward with 1,685 votes. The turnout was 76%. It is expected that Conservatives will take over leadership of the Council.

9. CONSULTATION DOCUMENTS

- 9.1 **Wyre Forest District Core Strategy Development Plan Document:** Passed to Cllr D Thomas who will report to the next meeting.
- 9.2 **Worcestershire County Council – Consultation on proposed 50 mph speed restriction on A442 Torton to Hampton Lovett.** No objections.

10 FINANCIAL REPORT

- 10.1 The Clerk presented a schedule of payments and receipts which was approved.

Payments

		Amount £	VAT £	Total £
W Waldron	April	324.00		324.00
G M Pardoe- Drainage Work	Refundable District Council	800.00	140.00	940.00
Severn Trent	Water Allotments	10.16		10.16
Clerk's Expenses (2 months)	Mileage, stationery, postage	134.22	5.82	140.04

Worcestershire CALC	Annual Subscription	502.91	77.07	579.98
Worcestershire CALC	Training and Documents	24.50		24.50
D Malley	Audit Fee	105.00		105.00
JPB (12 months)	Photocopies, prints, stationery	71.15	12.45	83.60
BT	Broadband and telephone line	98.27	16.40	114.67
Don Robbins (March)	Burial Ground maintenance	49.50		49.50
Train Tickets (Refundable)	W Waldron to London	69.80		69.80
AON Insurance	Insurance Renewal	651.63		651.63
Staples	Replacement	154.93	27.11	182.04
	Printer/Copier/scanner and toner			
		<u>2,996.07</u>	<u>278.85</u>	<u>3,274.92</u>
Receipts				
Wyre Forest District Council	Precept	12,280.00		21,280.00
HMRC	VAT refund	1,051.60		1,051.60
HMRC	Refund online submission. (deduct from next payment)	75.00		75.00
		<u>13,406.60</u>		<u>13,406.60</u>

10. **ITEMS FOR NEXT MEETING/HIGHWAY REPORTS:** None

Next Meeting– Monday 7 June 2010 at 7.25 p.m.