

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 7 June 2010
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman – Cllr J Swift, Cllrs R Pugh, L Stockford, D Thomas, W Mack, Mrs J Fox, M Walford, B Green: District Councillors Mr S Williams and Mrs P Haywood, Clerk Mrs Y Scriven. A member of the public also attended.

POLICE

Apologies had been received from the CSO, and the June newsletter had been circulated. There have been further reports of burglaries in the rural areas, as well as other parts of Wyre Forest district. This is including garages, sheds and outbuildings. Residents can significantly reduce the chance of their home being a target by taking a few simple precautions:

- * Use timer switches to turn lights on while you are out
- *invest in external lighting
- *lock windows and doors and keep gates secured
- *lock the shed and garage
- *make sure that valuables are out of sight
- *fit a burglar alarm
- *property mark your valuables
- *put keys out of reach of windows and doors

For more information on home security please contact your local policing team for a home security pack. CSO Kate Easthope on 0300 333 3000 ext 3914. **HORSEWATCH** - There have been a number of horse related thefts across all areas. This includes tack, generators, diesel and machinery. You can become a member of Horsecatch by contacting CSO Kate Easthope on 0300 333 3000 ext 3914. This works on the same principle as Neighbourhood Watch

A question was raised about the closure of the public footpath through the field during Chaddesley Races and the clerk was asked to investigate this further.

Congratulations were extended to Bill Waldron who came Runner-Up in the Council Worker of the Year Competition. This is a major achievement for the Parish Council. Bill Waldron thanked the Parish Council for his nomination.

1. **APOLOGIES:** Cllrs K Bartlett, Mrs P Pardoe, G Vernon
2. **DECLARATIONS OF INTEREST:** None

The meeting was adjourned for Public Question Time.

The meeting re-opened.

3. **MINUTES:**
 - a) Minutes of Meeting held on 10 May 2010 were approved and signed by the Chairman.
 - b) Minutes of the Planning Committee meeting held on 10 May 2010 were accepted.
 - c) Minutes of the Annual General Meeting of the Parish Council held on 10 May 2010 were approved.

4. **CHAIRMAN'S REPORT**

The Chairman, Cllr J Swift, thanked Cllrs for appointing him as Chairman and gave a report on an exploratory meeting to discuss arrangements for the Diamond Jubilee in 2012. The focus was be on getting the community together and creating community spirit and participation, and events would not be extended outside the Parish and would not conflict with the Annual Fete. A street party was being considered, venue still to be decided, and this would be low cost or free. It was intended to involve all clubs and societies in the parish – 18 in all – and a further meeting would take place shortly to evaluate a programme. Chaddesley Corbett had come second in the Parish Games and it was agreed that this should be supported in the future. Thanks were expressed to Hilary Boden for organising the event. The Chairman will attend the West Midlands Regional 'Rural Affairs' meeting at Worcester on 5 July. He also reported that he had participated in a major review of the Community First's Rural Housing evaluation.

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

5.1 **Tree Maintenance in the Parish:** Following identification of overhanging and dangerous trees in the Parish, a survey had been carried out by Worcestershire County Council and a quotation obtained for carrying out some of the work of £1,500. The County Council were prepared to pay half of this and following discussion, it was agreed, with one abstention, to proceed on this basis.

5.2 **Annual Return for the Year Ended 31 March 2010**

The Annual Return was approved by the Parish Council and signed by the Chairman. The annual Governance Statement was read to the meeting and each section was approved, including the draft Risk Assessment. This was signed by the Chairman. The Internal Auditor had already completed the return. This would now be submitted to the External Auditor for approval.

5.3 **Data Protection**

Following attendance at a Clerk's Gathering, Parish Councils had been informed they were required to register with the Information Commissioners Office(ICO) formerly Data Protection, at a cost of £35.00. This registration appears to provide no service or restriction on use of data held on computers, but is simply a bureaucratic process for the ICO. The Chairman had written to the Prime Minister informing him that this organisation should be considered for government cuts and was awaiting a response. In the meantime, it was agreed to defer a decision on registration.

5.4 **Litter/Dog Waste Bins**

A survey of existing bins had been undertaken which revealed there were 13 bins in the Parish. It was recommended that the waste bin opposite the bus stop on Briar Hill should be moved to the opposite side of the road by the bus stop, and as the District Council would no longer empty the bin in Fishers Lane because it is an un-adopted road, this should be moved to the turning circle at the bottom of Hemmingway and a new bin provided. It was desirable to have a new bin at the top of Fold Lane, but again this could not be emptied by the District Council. District Cllr S Williams was asked to intervene. In the meantime, it was agreed to supply two new bins and move the bin on Briar Hill and Fishers Lane.

5.5 **Renewal of Quality Parish Status**

The present registration expires in September and it was agreed that we should re-apply. The process is likely to take 3 months, unless the Governing Board were prepared to accept an electronic presentation, which was being investigated by Worcestershire CALC.

5.6 **Update on Parking in the Village**

The working group had attended a meeting with a representative of the Governors to review current initiatives and to hear what progress had been made at the school. A report was issued to the Parish Council and it was agreed this would form the basis of the report to the public at the Annual Parish Meeting. Further work was required before the school had any definite proposals to make.

- 5.7 **Allotments/Community Orchard** – All allotments are now let.
- 5.8 **Annual Report and Residents Handbook**
The annual report was due for circulation by end of June and the cost was agreed at £668. It was also agreed to print a supplementary Residents Handbook.
- 5.9 **Review of Grant Aid Support by District Council to Parish Councils**
The clerk had attended a meeting with officers of the District Council to discuss how the Section 137 payments to Parish and Town Councils were spent, because of future cuts in council funding this would have to be assessed against the district Prioritisation Model. Several options were being considered and Parish/Town Councils will be asked to comment.
- 5.10 **St Cassians Fete**
It was agreed that the Parish Council should participate and Cllrs should be available for consultation if required.
- 5.11 **Legality of Working Groups**
Worcestershire CALC had been consulted on the legality of Working Groups which were not open to the public. It was reported that there was no reason why the Parish Council should not have working groups, which were useful for detailed or lengthy work which cannot successfully be undertaken at council meetings. It was noted that Working Groups cannot make decisions, but they can put recommendations to the Parish Council which can then be considered when making decisions, and as this process takes place at a public meeting, the requirement for transparency is fulfilled.
- 5.12 **Engaging with the Youth of the Parish**
Cllr M Walford felt that more consideration should be given to the recreational needs of young people to create their own activities and interests. There had been instances where they had been restricted from playing on The Green, and skating on footpaths. The Clerk was asked to investigate with the District Council what facilities were available to the Parish for children in rural areas.
- 5.13 **Affordable Housing**
The District Council had provided answers to questions raised by the Parish Council and it was agreed these should be considered by the Working Group, who should be asked to make a firm proposal to the Parish Council at the next meeting.
- 5.14 **Annual Parish Meeting**
Still awaiting information from speakers and the Clerk was asked to chase these. The contents of reports would form part of the Annual Report.
- 5.15 **Lengthsman Scheme and Highways**
Routine maintenance had continued in Hillpool and Sion Hill; leaves and silt had been removed from the sides of the carriageway and siding out as necessary. In addition, gully tops had been cleaned and vegetation obscuring road signs removed. Flooding on the A448 between Redcross and Winterfold Farm is still being investigated and the Lengthsman had attended two site meetings. Jetting work was still required and would be carried out shortly by the landowner. An informal meeting to celebrate the Lengthsman Scheme had been arranged for 1 July at County Hall.
- 6. PROGRESS REPORTS – FOR INFORMATION**
- 6.1 **First Aid Training Course** – postponed due to insufficient numbers.
- 6.2 **Chaddesley Races** – Reports of unsociable behaviour in the village from race-goers after the meetings had been reported to organisers and the police and extra police coverage requested. Despite this there had been further disturbances and two of the pubs had to close. The Clerk was asked to refer this to the Police with a view to arranging a local meeting.

6.3 **Harvington Bus Shelter** – Severn Trent Water had to access the area immediately adjacent to the bus shelter and as a result bus drivers have been instructed to pick up and drop off passengers in the adjacent lay-by to avoid potential conflicts on the road. Passengers using this shelter will need to walk to the bus via the footway which is marked with a white line and bollards. At certain times the bus shelter will be closed to allow Severn Trent Water to work on their equipment in the vicinity. Notices have been posted in the bus shelter.

6.4 **Repairs to Steps in Hemmingway**

The work had been awarded to Community Housing, having obtained 3 quotations.

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 – 8 June, 23 June and 6 July 2010.

7.3 Future Parish Council meetings – 5 July, 2 August, 6 September, 4 October, 2 November, 6 December.

7.4 Worcestershire Area CALC Meeting/AGM – 9 June, Bewdley Town Hall.

7.5 CPRE Worcs Branch AGTM – Worcester University 27 June 2010.

8. **REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES**

8.2 **Community Housing Group** – A meeting of Area Committee 2 was held on 19 May. A new Area Committee structure had been established and Chaddesley Corbett and Blakedown TCC's had been merged under the title 'Rurals'.

8.1 **District Council:** District Cllr S Williams reported that work started today on a new Wyre Forest cemetery and crematorium which would be completed in Spring 2011. This is located on Minster Road between Kidderminster and Stourport on Severn, and would be set in 23 acres of landscaped gardens, having full burial and crematoria facilities with a Chapel of Rest. It will be a striking modern building, financed by Wyre Forest District Council and Dignity PLC (not Dignitas). The Council have contributed £1.25 million to the facility which will be run for the Council by Dignity PLC. Total cost is expected to be £4.2 million.

A site has been acquired for Wyre Forest District Council new headquarters at Fine Point Business Park off the A451 Minster Road. A detailed planning application is expected to be submitted this summer, with work starting early 2011.

9. **CONSULTATION DOCUMENTS**

9.1 **Wyre Forest District Core Strategy Development Plan Document:** Cllr D Thomas attended a Pre-Public Hearing Examination. Wyre Forest District Council officers were questioned about the Strategy, which was intended to last 15-20 years, and this would be reviewed over the next six weeks. The Parish Council had submitted comments relating to rural sustainability, businesses in rural areas and affordable housing and now had an opportunity to review this to see if their views were adequately represented in the Strategy. It was agreed that several Cllrs would study the document which would be circulated for comment. Cllrs/Clerk should attend the Examination when relevant items were being discussed. It was noted that Wyre Forest District Council had indicated they could develop all the required housing in the District on brownfield sites.

10 **FINANCIAL REPORT**

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

Payments

| | | Amount £ | VAT £ | Total £ |
|-------------------------|---------------------|-------------|----------|------------|
| W Waldron | May | 288.00 | | 288.00 |
| Yes Computers | Web Hosting | 60.00 | 10.50 | 70.50 |
| Chaddesley Village Hall | Room Hire | 17.00 | | 17.00 |
| ASHTAV | Annual Subscription | 25.00 | | 25.00 |

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|---------------------------------|---------------------------------|-----------------|-------|-----------------|
| Society of Local Council Clerks | Annual Subscription | 106.00 | | 106.00 |
| W Waldron | Expenses to London (refundable) | 57.94 | | 57.94 |
| Wyre Forest District Council | Parish Games – Golf | 18.00 | | 18.00 |
| | | <u>571.94</u> | 10.50 | <u>582.44</u> |
| Receipts | | | | |
| Wyre Forest District Council | Drainage Work | 800.00 | | 800.00 |
| Burial Fee | D9 | 532.00 | | 532.00 |
| | | <u>1,332.00</u> | | <u>1,332.00</u> |

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

Next Meeting– Monday 5 July 2010 at 7.25 p.m.