

# Tutnall & Cobley Parish Council

THE MINUTES of an ANNUAL ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL  
held on Thursday 11 May 2023 at 7.40pm at Tardebigge Community Hall

**Present:** Cllr M Pengelly, Cllr K Tolley, Cllr M Ryan, Cllr L Denyer, , County Cllr K Taylor

**Apologies:** Cllr K Tolley, Cllr Orr-Cooper

**In Attendance:** The Clerk

- 1 **Election of Chairman and signing of Declaration of Office:** Cllr Denyer proposed Mike Pengelly to remain as Chairman. Seconded by Cllr Wheeler-Vine. Form signed by Mike Pengelly.
- 2 **To consider apologies and to approve reasons for absence:** Cllr S Orr-Cooper, Cllr K Tolley.
- 3 **Election of Vice Chairman and signing of Declaration of Office:** Cllr Denyer proposed Cllr Ryan to continue as Vice-Chairman. Cllr Wheeler -Vine seconded. Form signed by Mike Ryan.
- 4 **DECLARATION OF INTEREST:**
  - a) Register of Interests: Councillors were reminded of the need to update their register of interests, and
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature, and
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature:  
Cllr L Denyer who is Treasurer of the Management Committee of the Community Hall.  
Cllr M Ryan who is a member of the Management Committee of the Community Hall.
- 5 **ANNUAL FINANCE:**
  - a) **Accounts for the Year Ending 31 March 2023**  
Receipts and Payments Account for the year, Bank Reconciliation, Statement of Accounts and Schedule of Fixed Assets (brush cuwere presented for Members' consideration and approved. The Annual Governance Statement, which forms part section 1 of the AGAR, was also approved.
  - b) **Annual Governance and Accountability Return for the Year Ending 31 March 2023:** The Accounting statements, which make up section 2 of AGAR, for 2022/2023 were approved. Tutnall and Cobley Parish Council's gross income and expenditure in 2022/2023 did not exceed £25,000, so the Certificate of Exemption was approved for signature by the Chairman and Responsible Financial Officer.

**6 TO APPOINT REPRESENTATIVES / OFFICERS:**

The following appointments were retained:

Footpath Warden: - Cllr Lynn Denyer co-ordinating the inspection of all footpaths in the Parish to be done by Parish Councillors

Tree Warden - Cllr Mike Ryan

Conservation Officer - Cllr Mike Ryan

Community Hall Representative - Cllr Lynn Denyer

Charities Representative - Cllr Mike Pengelly and Cllr Ann Wheeler-Vine

- 7 MINUTES:** The Minutes of the meeting held on 13 April 2023 were approved.  
Proposed: Cllr Whittaker; Seconded: Cllr Denyer: All in Agreement.

**8 PROGRESS REPORTS FOR INFORMATION:**

**Clerk:** On course for meeting the AGAR deadline

**Chairman:** Nothing to add

**District Councillor:** None

**County Councillor:** Nothing to add,

**Footpath Warden:** Cllr Denyer handed out plan, she has marked areas for each Councillor to walk in pencil. Councillors to advise Cllr Denyer if there are any problems or big jobs that need to be done, send photo and put location using what3words

**Tree Warden:** none

**Conservation Officer:** none

**Community Hall Representative:** none .

**Charities Representative:** none

**9 CORRESPONDENCE:**

a) Bromsgrove District Council: <http://moderngovwebpublic.bromsgrove.gov.uk> for details on Planning Agendas and Minutes.

b) Wellbeing in partnership newsletter - emailed

c) The Rural Bulletin - emailed

d) The Rural Funding Digest - emailed

e) TOWN & PARISH COUNCILS - D-DAY 80 - 6TH JUNE 2024 - clean off headstones of fallen soldiers

f) PCC Newsletter

g) Code of Conduct Training - Parish Councillors - resend to Councillors

h) CALC update

**10 PLANNING MATTERS:**

**Applications for consideration: 23/00505/FUL - 4 Station Cottages, Station Road, Blackwell, Bromsgrove** - Proposed single storey rear conservatory extension, outbuilding conversion to studio, porch alterations and external insulation and re-

render to existing dwelling - deadline for comments 2<sup>nd</sup> June 2023 - Parish Councillors could not see a reason to object to this application..

**Appeals:** none

**Refusals:** none

No planning application seen for 2 listed cottages at Cobley Hill - being renovated - can we enquire about extent of work being carried out.

11. **LENGTHSMAN SCHEME:** can't read signs on Hewell Lane, opposite Tunnel Lane, Old Wharf. Ask Simon to cut it back and footpath at orchards at Alcester Road.
12. **HIGHWAY MATTERS:** Cllr Denyer asked about junction between Stoney Lane and Wharf Lane junction again. Cllr Taylor stated that he had looked at it and drivers just need to look properly. Cllr Ryan mentioned blocked drains, he will put on County Council hub. Canal and Rivers Trust have been contacted regarding the fencing that has been damaged. Cllr Orr-Cooper has mentioned siding out Tutnall Lane, mentioned to Highways via the hub.
13. **RISK ASSESSMENT SCHEDULE:** This was approved.

14. **FINANCE:**

a)	<b>Bank Balances:</b>	as at 30 April 2023	Current Account	£	8,521.41
		as at 30 April 2023`	Deposit Account	£	<u>8,861.81</u>
			Total Balance	£	17,383.22

b) **Receipts:**

Bromsgrove DC: Precept	£	3,640.00
Worcestershire CC	£	360.00
Worcestershire CC	£	150.00

Cv 23q

c) **Payments for Approval:**

L Griffiths: Salary for April 2023	£	330.98
Clerk's expenses for April 2023	£	47.59
Worcester CALC	£	580.47
Arthur J Gallagher Insurance Brokers Ltd	£	<u>483.02</u>

Total £ 1,442.06

d) **Unpresented Cheques:** £0.00

e) **Outstanding Invoices:** None

f) **Finance Items - Proposed Cllr Denyer and Seconded: Cllr Wheeler-Vine**

**15 COMMENTS FROM MEMBERS:** The Chairman mentioned the issues with the flag not being flown on the right days, he will follow up as Parish Councillors do not know what flags the Flag Warden has.

**16 DATE OF NEXT MEETING:**  
Clerk away in June and Chairman then away after. Proposed to have next meeting Thursday 13<sup>th</sup> July 2023.

Signed: ..... Chairman 13 July 2023