

WOLVERLEY & COOKLEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Tuesday 7th May 2024, 7.00pm, Cookley School

Present:

Mrs V Bordewich
Mr B Brookes
Mr D Cox
Mr R Drew
Mr J Hart
Mr M Hart
Ms J Hicks
Mr D Jones
Mr B McFarland (7.15)
Mr C Nicholls
Mr C Sherrey
Mr W Southam
Mr A Webber
Mr J Wood

West Mercia Police: Apologies
County Councillor: Councillor Ian Hardiman
District Councillors: Councillors Robin Drew, Ian Hardiman and Marcus Hart.

1. **Election of Chairman**

Proposed Cllr C Sherrey, seconded Cllr M Hart and RESOLVED that Councillor Robin Drew be elected Chairman of the Council for the ensuing year.

2. **Chairman's Declaration of Acceptance of Office**

Duly completed.

3. **Election of Vice Chairman**

Proposed Cllr V Bordewich, seconded Cllr A Webber, Councillor Ben Brookes be elected Vice Chairman.
It was then counter proposed by Cllr D Jones, seconded Cllr C Nicholls, Councillor D Cox be elected Vice Chairman.
A vote was taken on the original proposal, and it was RESOLVED with 8 votes for and 5 against that Councillor Ben Brookes be appointed Vice Chairman for the ensuing year.

4. **Apologies**

West Mercia Police.

5. **Declarations of Councillors Interests**

- a) Register of Interests: Councillors are reminded to complete and need to regularly update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. None declared.
- c) To declare any Other Registerable Interests or Non-Registerable Interests in items on the agenda and their nature. None declared.

Public Question Time

The Chair of Wolverley Allotment Society expressed concern over the planning application for the construction of 6 self-build properties at land at Fairfield Lane, Wolverley. The allotment site has been going 10 years, has 48 members and a waiting list. It is a lovely peaceful site surrounded by fields. Concerns were raised over safety accessing the site, increase in traffic, contamination, and security.

A parishioner reported one side of the Cookley Millennium Clock is not working.

A parishioner queried why there is nothing on the agenda following the Parish Council's meeting with The Wolverley Memorial Charitable Trust. The Clerk responded.

6. **To consider the adoption of the minutes of the Parish Council meeting held on 2nd April 2024 at 7.00pm**

These having previously been circulated it was resolved unanimously to receive and adopt the minutes as a true record of the meeting and these were signed by the Chairman.

Matters for Discussion / Decision;

7. **To receive Councillors Reports;**

District Councillor Report; Report previously circulated.

Local Issues

We have been dealing with the usual routine casework, reporting litter and fly tipping on the main A roads and along the country lanes.

We are aware that dog training activity is still taking place on land at Drakelow Lane.

Since the last meeting we have been in touch with the enforcement team at WFDC and they are keeping a close eye on this and in liaison with the owners. In essence, they are allowed up to 28 days a year to use the land for this purpose. This is governed by Schedule 5, Part 4, class B - Temporary use of land.

The wall at The Cedars, Axborough Lane is still ongoing and there is liaison with WCC as the wall has actually been built on highway verge.

We have been dealing with another enforcement issue in the Castle Hill area.

We are dealing with an issue with the MP's office regarding residents at Austcliffe Lane caravan park.

We have been tackling illegal parking at school times and the WFDC CEO's have been present outside Wolverley High School warning and advising drivers and issuing PCNs.

Wyre Forest Issues

Work is well under way with the Connectivity project in Worcester Street, Kidderminster where 4 large redundant retail units have been demolished to open up this area of town. We now await the letting of the contract to the construction contractor and work should complete by the end of the year.

There will be much more gradual steps to what are currently there now called the 'Step Entry' and also a gradual path down, with benches and a park/public open space. We need to make this area of town attractive to urban living and link up the former Glades site which we want to see developed for residential with the wider town centre. Planning consent has now been granted for this project.

Work is also well under way at the former Magistrates' Court, which is being branded as the 'Creative Hub'. This will be office spaces that can be permanently let and there will be flexible lets and venue space too.

We have commissioned a feasibility study for Worcester Street, Market Street, the former Crown House site and Lionfields (former Glade's site) and this will report later in the year. We are keen to see more residential development in the town centre.

We have assisted and support the Parish Council in their quest for a Community Governance Review (CGR).

Cllr Cox reported that dumping of black bags on the A449 has started again. Cllr M Hart confirmed WFDC responsibility as classed as fly tipping.

County Councillor Report:

Councillor I Hardiman reported;

Local Issues:

Caunsall, Caunsall Road Voids:

The Highways Inspector has reported that there are a few areas of the highway tarmac that are being undermined, especially by badger sets; A plan to attend to this issue is now being drawn up.

Caunsall Canal Bridge Damage:

I am assured that These repair works will be organised as soon as possible.

Axborough Lane, Poor Condition Damaged edge of highway:

I have been informed that the necessary works here are intended to commence in September this year.

Brown Westhead Sunday Football Parking:

Further to my report last month, I must apologise as whilst the blue signage has been procured, the installation of these has yet to be completed. Cllr Hardiman updated these have been installed today.

A449 Pavement Overgrowth opposite The Crescent:

This safety issue where the pavement is severely reduced in width by overgrowth, as reported at the last Parish Council, has been reported to Highways who are pursuing the landowner to rectify this as a priority.

Highlow Bank Mud affecting Pavement:

I have referred this to both County Highways and the District Council; I have asked the Planning manager to investigate why tractor movement is being allowed across the pavement, at a point where there is no dropped kerb.

Caunsall, Kinver Lane Pavement & Cookley-Wolverley Lea lane Inspection:

Investigation into these is ongoing and I will report back as soon as possible.

General: I am still awaiting feedback ref. Flooding by Hardwicks / Safer Routes to School / Double Yellow Lines by Secondary School / Sladd lane Gullies / Gully Clearance Castle Rd./ Tree maintenance Castle Rd.

Cllr Cox reported blocked drains in Austcliffe Road.

8. **Police Report**

Written report circulated:

Please find the parish council report for Wolverley and Cookley below. Unfortunately none of the team are able to attend the meeting on the 7th May so please accept our apologies.

00046_I_02042024 - At 0420hrs on 2nd April, unknown persons were seen acting suspiciously on Beech View, Lea Castle, knocking doors and ringing the doorbells to properties before running off. We have also had reports of other residents having raw meat put through the letter box on the same morning.

00229_I_06042024 - We are investigating the theft of a vehicle which occurred on Drakelow Lane, Wolverley. A grey Volkswagen Golf was stolen between 0800hrs and 1630hrs on 5th April without keys.

Priorities update -

The team are actively patrolling the area and are working to identify any youths involved in the ASB on the Lea Castle estate. We have also sent a letter to Wolverley Primary School for them to send to parents about parking outside the school following concerns from residents. Whilst patrolling the area the team have also spoken to and moved on parents parked in the bus stop.

We have continued to conduct speed enforcement in the area and have more speed operations planned over the next couple of months.

Cllr Webber advised of 2 motorbikes stolen in the Wolverley area in the last 10 days.

9. **Appointment of Statutory/Standing Committees.**

Representatives Unanimously approved:

(a)	Grants	-	Chairman, Vice Chairman, Mr C Nicholls, Mr A Webber
(b)	Risk Management	-	Chairman, Vice Chairman, Mr J Hart, Mr C Nicholls
(c)	Staffing	-	Mr M Hart, Mr C Nicholls
(d)	Parish Forum / Wyre Forest Area CALC Meetings	-	Chairman, Vice Chairman
(e)	Cookley Playing Fields Association	-	Mr D Jones
(f)	Wolverley Memorial Hall	-	Mr J Hart
(g)	Wolverley Charities	-	Mr C Nicholls (Cookley)
(h)	Community Emergency Committee	-	Mr C Sherrey (Wolverley), Mr D Jones (Cookley)
(i)	Liaison link with Lengthsman	-	Mr R Drew (Wolverley), Mr W Southam (Cookley)
(j)	Allotments	-	Mrs V Bordewich
(k)	Parish Council Police Liaison	-	Mr R Drew

There was a discussion on Wolverley Charities as there is no longer a representative from Wolverley appointed. Cllr M Hart enquired whether a member of the Parish can be nominated rather than a Parish Councillor. It was agreed this needs to be investigated. Cllr Nicholls confirmed he is happy to continue.

10. **To discuss and agree approval of Annual Subscriptions.**

- a) Worcestershire - CALC £1419.57
- b) Insurance - £2226.98
- c) ICO - £35.00

Unanimously approved.

11. **Financial Matters:**

a) To approve accounts for payment. Unanimously approved.

3	B J Drew - Salary April 24	£1255.02
4	B J Drew - Ink/Paper	£10.00
5	Mr Jason Hull - Lengthsman April 24	£276.25
6	Lyndon Darkes Design & Photography - Domain/Web Forwarding	£108.00
7	Mr Keith Basketfield - 2 nd Grass Cut	£794.64
8	Worcestershire CALC - Annual Subs	£1419.57
9	Boston Seeds	£94.99
10	Zurich Municipal - Insurance	£2226.98
11	The Poppy Appeal - 2 x D Day 80 th Anniversary Wreaths	£75.00

12 WCC - Hire of Cookley School for meetings £450.00

b) To discuss and agree authorisation of on-line payments.

Cllr Sherrey reported that in March 2024 his bill of £36, which represented 6 bags of confidential waste at £5 per bag plus VAT, was approved for payment. It has still not been paid. The Parish Council should have 4 signatories on the bank account but as Cllr Cox and Cllr Jones are unable to access the online banking there are only 2, Cllr Sherrey and Cllr Bordewich and as Cllr Sherrey cannot authorise his own payment it remains unpaid.

Cllr Sherrey proposed that Cllr Cox and Cllr Jones be removed as bank account signatories and Cllr Brookes and Cllr Hicks be added in their place. This was agreed.

Cllr Jones apologised for being unable, despite best efforts, to access the bank and authorise the payment.

c) To discuss Parish Council Accounts 2023/2024.

The Internal Auditor now has the accounts and is meeting Councillor C Sherrey on Wednesday 24th May. The accounts will be on the June agenda for approval.

12. **To note Standing Orders.**

Cllr Nicholls commented on the rules of debate at meetings. The Chair will ensure these are adhered to.

13. **To note Financial Regulations.** Noted.

The Clerk advised that new model Financial Regulations have just been issued. Clerk and Cllr Sherrey will review and circulate.

14. **To note agreed Code of Conduct.** Noted, new LGA code has been adopted.

15. **To note Scheme of Delegation - Planning / Finance / Urgent Business.**

The following was unanimously agreed;

Finance - Cllrs J Hart, V Bordewich, D Jones, W Southam

Urgent Business - Chair, Vice Chair, Cllrs M Hart, J Wood

Planning - Clerk following majority decision after consultation and comments from Councillors.

16. **To note arrangements in place for Risk Management and Chairman to sign Risk Review Log for the year ended 31st March 2023.** (Risk Log circulated prior to meeting).

Noted - Chairman signed Risk Review Log.

17. **To discuss Contracts.**

- a) Lengthsman
- b) Bin Emptying/Litter Picking
- c) Grass Cutting

Cllr Sherrey reported all contracts are signed for 24-25.

- d) Wolverley Planters

Three contractors were approached for a quote, only one company was prepared to Quote, Rain-or-Shine Garden and grounds services. The quote is £2850 plus VAT. Cllr Sherrey advised the budget was £2600 plus VAT.

Cllr Sherrey proposed approval of the quote, seconded by Cllr Webber and it was agreed with 9 for and 5 abstentions.

18. **To discuss Quarry Inquiry.**

Cllr Southam and Jones are speaking as individuals. Cllr M Hart is speaking on behalf of the Wyre Forest Rural Team.

19. **To agree ongoing replacements to Street Lighting Columns.**

Cllr Sherrey is keen to progress with street light replacements and asked Cookley Councillors to check their lights and report back to the Clerk prior to the next meeting so the Clerk and Cllr Sherrey can meet to plan and report back next month.

20. **Community Governance Review (CGR) for the parish of Wolverley and Cookley.**

Cllr M Hart reported that the draft Terms of Reference had been circulated to all and proposed the Parish Council formally note these and support taking this forward. This was seconded by Cllr Webber and unanimously agreed.

21. **Wolverley Biodiversity Project.**

Cllr Drew reported that on a "walkabout" with Community Housing and the Police a patch of land was identified from Hayes Road to Little Hayes, Wolverley, owned by Community Housing that would be ideal for a biodiversity project. Community Housing have given agreement for this land to be used. Cllr Drew is proposing to get the area cleared, obtain free trees from The Woodland Trust, plant and then Community Housing will maintain. He asked for support from the Parish Council. Cllr Drew was congratulated on this project and given full support.

The Clerk and Chair attended a recent meeting with Wyre Forest District Council Officers to look at any further Localism opportunities and the Parish Council have been offered a small parcel of land that sits between the Allotments and Attwood

Close. WFDC are prepared to cut the grass, plant fruit trees, put a gate in and then hand this over to the Parish Council. Cllr Drew proposed the Parish Council pursue this, seconded by Cllr Webber and unanimously agreed.

22. **Planning Applications for Consideration:-**

PC No **WFDC No/Details**

Delegated decision - 24/0030/HOU Demolition and replacement of extensions and associated works at Hope Cottage, New Road, Causall.

3677 24/0122/FUL Demolition and replacement of dwelling at Arthede Revived, Sheepwash Lane, Wolverley,
Recommend Approval

3678 24/0185/FUL Change of use of land to residential curtilage and the erection of timber framed and clad garage at Ismere View, Axborough Lane, Iverley,
Recommend Approval subject to condition that change of use of land is for residential curtilage and the erection of timber framed and clad garage and for no other usage.

3679 24/0216/PIP Construction of 6 self-build properties alongside the construction of a new access and private drive at land at Os 381890 279050, Fairfield Lane, Wolverley,
The Parish Council are concerned that the development would lack safe and suitable routes for pedestrians to access the shop and schools within Wolverley. The proposed dwellings would be physically separated from the settlement, by the intervening allotment and occupiers would have to walk along a highway with no footpath or lighting. The unsuitability of these routes would mean that occupants would be likely to resort to private vehicles to make the journey, which would make the development unsustainable. The Parish Council note that Highways have not yet commented and await these comments. Overall, the proposal would not provide a suitable location for housing having regard to the Council's spatial strategy (Policy SP2, SP11 and DM2) and accessibility to facilities and schools (Policy SP 27)
The proposed development is therefore in conflict with the WFDC Local Development Plan.

3680 24/0217/CLP FOR INFORMATION ONLY - Insertion of 2 windows to rear elevation at 1 Wolverley Cottages, Wolverley,

Planning Appeals

23/0874/HOU	Church View, Lea Lane, Cookley
23/0914/CLP	Kinverdale Chalet Park, Wolverley
24/0077/HOU	17 Westhead Road North, Cookley
24/00011/ENF	Land at Is 381560 278390 Oak Meadow Farm, Honeybrook Lane

Planning Decisions

23/0908/HOU	Permits	26 Gaymore Road, Cookley
24/0116/S73	Refusal	Land at Castle Hill Lane, Wolverley

Parish Matters for Update Only - no decisions required.

23. Clerks Report (Clerk). Consultation - Mandatory Safeguarding Awareness Training for Hackney Carriage and Private Hire Drivers, WCC Parish Conference, Localism meeting.
24. Update on Lengthsman Scheme. (RD/WS)
25. New Issues / Items for Next Meeting. (All)
26. Date of Next Meeting - to confirm the date of the next meeting which is scheduled for Tuesday 4th June, 2024.

There being no further business the meeting closed at 8.06pm