



Bournheath Parish Council
Annual Parish Council Meeting held 18th May 2011, 7.30pm
Bournheath Village Hall, Claypit Lane, Bournheath

Present Cllrs K May (Chairman), S Hall, B Lodge, S Westwood

In attendance Clerk: Gill Lungley

11/05/01 Election of Chairman Cllr K May was re-elected to chair the Parish Council for another year and she duly signed the Declaration of Acceptance of Office as Chairman.

11/05/02 Apologies
Apologies for absence from this meeting were accepted from Cllr K Drew

11/05/03 Co-option to fill vacant seat
It was agreed to co-opt M Millinchip to fill the vacant seat. This completes the parish council membership.

11/05/04 Declarations of interest
Cllr S Westwood declared a prejudicial interest in agenda item 12(a) (min. no. 11/05/12) and left the room during discussion of that item.

11/05/05 Election of Vice-Chairman Cllr S Hall was elected to the office of Vice-Chairman.

11/05/06 Review of relevant annual matters as per Standing Order 2j

- a) The minutes of the meeting held 29/04/2011 were accepted and signed
- b) Standing Orders and Financial Regulations will be reviewed in due course All
- c) The proposed WCC Charter is to be considered at the next meeting All
- d) The 2 representatives appointed to attend WorcsCALC Bromsgrove Area Committee & Bromsgrove District Forum meetings are Cllrs K May and S Hall. KM, SH
The representative on the Bournheath Village Hall committee is Cllr K Drew. KD
- e) Power of Wellbeing is to be explored further. GL
- f) Asset register reviewed and amended – Christmas lights to be safety-checked. GL
- g) Insurance arrangements via Came and Co. – the annual policy will be renewed June 2011.
- h) The Council is a member of Worcestershire County Association of Local Councils (WorcsCALC) and the National Association; the clerk is a member of the Society of Local Council Clerks.
- i) The Complaints Procedure was adopted.
- j) Procedure for handling requests via Freedom of Information Act was agreed; it was agreed to register with the Information Commissioner to comply with the Data Protection Act 1998. GL
- k) The Press/Media Policy was accepted.
- l) The schedule of meetings for the year was accepted – all meetings will be held on the last Wednesday of every month except June 2011 when the council shall meet on 22nd June, and except for December when there shall be no meeting.

11/05/07 Public Participation / Question Time No members of the public were present.

11/05/08 Ward Representative Reports No members were present

County Councillor Sheila Blagg – apologies for absence; written report provided.

11/05/09 **Police / PACT reports** No report

11/05/10 **Chairman's Report**

- a) KM had spoken to Richard Clewer, the new WCC Highways Engineer, about the drainage and sewerage problems in the area.
- b) Richard Clewer is aware of the request to cut back the vegetation at the Stourbridge Road lay-by.
- c) Parish Hill 'give-way' sign – WCC are dealing with this.
- d) Grit bins will not be replenished until November 2011; residents are to be reminded the grit is for the public roads not private driveways!
- e) The anti-social driving behaviour of an employee of the New Inn has been brought to the Landlord's attention.

11/05/11 **Progress Reports**

- a) **Footpath outside Nailers Arms** - Sheila Blagg had indicated this may be on the list of works to be done during the year but nothing definite as yet.
- b) **Fly-tipping in Wildmoor** – Bromsgrove DC is aware of the potential for this area to be used for fly-tipping and will monitor as necessary.
- c) **Stourbridge Lay-by** – response from Richard Clewer stating any work to raise the canopy here will have to wait until September due to nesting birds.

11/05/12 **Planning**

SW left the meeting for the first part of this item.

- (1) Application reference B/11/0222, relating to 2 Doctors Hill, Bournheath B61 9JE. The proposal is for a replacement garage. Members had no issue to raise regarding this application.

SW re-joined the meeting.

- (2) Application reference 11/0356, relating to 14 Parish Hill, B61 9JQ. The proposal is for “change of use of six domestic cat pens into commercial boarding pens reposition of 7 boarding pens, new covered area, extending exercise areas and provision of translucent roofs to exercise areas”. Although outside the parish boundary, members were of the opinion that this may affect the already over-stretched drainage system in the parish and it was also noted that a large shed that exists to the rear of the site is not shown on the plans.
- (3) Application reference 11/0400, relating to 18 Mount Road, B61 9LW. The proposal is to “demolish existing conservatory and construct new conservatory to rear of property”. Members had no issue to raise regarding this application.

BL left the meeting.

11/05/13 **Lengthsman update** No report

11/05/14 Training
KM and SH are to attend Chairmanship Training being run by Elisabeth Skinner / Worcs CALC at St Peter’s, Worcester on 1st June 2011.

Further training is to be considered at the next meeting.

11/05/15 Correspondence
As per list attached.
Members would be copied in to the invitation to attend Dodford with Grafton’s Annual Parish Council meeting on 19/05/2011 where the guest speaker is to be Sajid Javid MP.

11/05/16 Finance

a) The independent internal auditor’s report had been received and was discussed concerning comments on the VAT recovery.

b) **It was agreed** the signatories to the bank accounts would remain as now (Cllrs K May and B Lodge and ex-councillor S Davies) until the new bank account has been established when the signatories will be Cllrs K May, S Hall and S Westwood. Forms for the new bank account were given out for completion. KM, SH, SW

c) **It was agreed** to provide grant funding of £75 to Bromsgrove’s Citizens Advice Bureau.

Local Government Act 1972, s142

d) **It was agreed** to forward payments as per schedule.

11/05/17 Items for next agenda –

- New notice board, Wildmoor
- Thanks to Bumble Hole Foods for tree planting and improvements to village entrance
- Newsletter (aiming for delivery at start of September)
- Village Hall to be included as a standing item on the agenda
- Hedge / verge cutting schedule
- Welcome Pack to new residents

11/05/18 Date, time and venue of next council meeting

Wednesday 22nd June 2011 at 7.30pm at Bournheath Village Hall

NB The Annual Parish Meeting is to be held on Wednesday 25th May 2011, 7.30pm at Bournheath Village Hall

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Chairman, Bournheath Parish Council **Date**