



Bournheath Parish Council

Annual Parish Council Meeting held 02nd May 2012, 7.30pm
Bournheath Methodist Church, Fairfield Road, Bournheath

- Present Councillors** K May (Chairman), S Hall (Vice-chairman), K Drew, H Feeney, B Lodge, M Millinchip, S Westwood
- In attendance** 5 members of the public: Mr & Mrs Cross, Mrs Millinchip, Mr & Mrs Rankin
Clerk: Gill Lungley
- 12/05/01 Annual Election of Chairman**
- Cllr K May was elected Chairman, proposed Cllr M Millinchip, seconded Cllr S Hall, all in favour.
Cllr K May signed the Declaration of Acceptance of Office of Chairman to the Council.
- On hearing of the recent hospitalisation of Mrs Ellen Lodge a former member of the Parish Council and wife of serving member, all present wished her a speedy recovery.
- 12/05/02 Apologies** None
- 12/05/03 Declarations of interest**
- Cllr K Drew declared an interest in agenda item 21 [**Future meeting venue and report regarding use of Bournheath Village Hall and to agree date and venue of Annual Parish Meeting**] as a member of the Village Hall Management Committee.
- 12/05/04 Annual Election of Vice-Chairman**
- Cllr S Hall was elected Vice-Chairman, proposed Cllr B Lodge, seconded Cllr K Drew, all in favour.
- 12/05/05 Review as per Standing Order 2j**
- The minutes of the meeting held 28/03/2012 were agreed as a true and accurate record, and signed by the Chairman.
- Delegation arrangements The scheme of delegation to the Clerk as agreed May '11 is to continue.
- Review and adoption of appropriate standing orders and financial regulations Agreed
- Review of representation on or work with external bodies and arrangements for reporting back. It was agreed the Chairman and Vice-Chairman will represent the Parish Council at the Bromsgrove Area Committee of Worcestershire County Association of Local Councils, meetings of which are open to all members. Cllr K Drew is to continue as representative on the Bournheath Village Hall committee. Reporting back arrangements are included on each agenda.
- Review of inventory of land and assets including buildings and office equipment. The Asset Register was agreed apart from the storage site of the old Christmas tree lights which is now Cottage Farm. As these are no longer used, members agreed to dispose of them by sale.
- Review and confirmation of arrangements for insurance cover in respect of all insured risks. Agreed, insurance is due for renewal in June 2012. The risk review was considered and agreed.
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Chairman's initials.....

Review of the Council's and employee's memberships of other bodies. The Council is a member of NALC (National Association of Local Councils) / Worcestershire CALC membership is renewed annually in April; the clerk is a member of The Society of Local Council Clerks (SLCC) and the Institute of Local Council Managers (ILCM), cost of which is split with Catshill & North Marlbrook PC.

Review of the Council's complaints procedure. Agreed and as appended to Standing Orders

Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998. All requests or enquiries should be forwarded to the Clerk who will follow established procedure.

Review of the Council's policy for dealing with the press/media. Policy agreed, as appended to Standing Orders

Set the dates, times and place of ordinary meetings of the full Council for the year ahead. There was no agreement on this due to the current un-availability of the Village Hall. To date there had been no response from the Village Hall management committee to the Parish Council's offer as proposed at the meeting held 28/03/12.

12/05/06 Public Participation / Question Time

Members of the public were present to find out why the Parish Council were not meeting at the Village Hall. Cllr K May explained that the usual meeting date for April had been put back by one week to allow for members attendance at the County Parish Conference and as the Village Hall was believed to be in use by another group on the first Wednesday of the month, the Clerk had booked the Methodist church instead. However, as mentioned at the last Parish Council meeting, in the period following the Parish Council's last use of the Village Hall the Management Committee had let the hall on Wednesday evenings on a weekly basis to a yoga class, meaning the Hall was no longer available for use by the Parish Council.

Comments from the members of the public covered the following issues:

As the Village Hall is Bournheath's community building and local charity, then the Parish Council as the only voluntary community body that has regularly used the hall since its inception should take precedence over groups from outside the community and businesses.

Lack of negotiation between the management committee and Parish Council.

The businesses that use the hall should pay the same rate as for other local halls.

The Parish Council will have to pay other village halls to meet in, using money raised from the precept paid by Bournheath residents. Money raised in Bournheath should stay in Bournheath. Fear this will harm the parish council because members won't want to travel to meetings outside the parish, so the parish will lose their PC.

Seems like the Village Hall committee is not working for the good of the village; both the committee and the Parish Council should be working together.

The Parish Councillors were thanked for their work.

12/05/07 Woodvale Ward Representative Reports

County Councillor Sheila Blagg (SB) was not able to be present but had provided an annual report to be presented to the Annual Parish Meeting.

No report had been received from District Councillor Bryan Lewis.

12/05/08 Police / PACT and Neighbourhood Watch reports

Policing West Mercia newsletter had been recently delivered for Sidemoor and Woodvale Local Policing Team, summer 2012 edition. KM advised that Insp D Shaw will be addressing the Bromsgrove area CALC committee on 6/6/2012, members welcome to attend.

12/05/09 Parish Footpath Warden (PFW), Warren King

No update

12/05/10 Chairman's Report – Cllr Karen May

Parish Conference at County Hall, Worcester 25/04/2012. KM and GL had attended and heard reports on the Localism Act and the Community infrastructure Levy. KM had asked questions on social welfare for the elderly and NHS reforms.

Footpath 507 The new residents of Rutters old farmhouse had contacted KM to advise that although their private fields have been sectioned off a dog had managed to get in from the neighbouring recreation ground and attacked their sheep. Also horses and quad bikes are being ridden on the footpath. It was agreed to support the request for a gate to access fp 507 to stop dogs running through from the recreation ground. GL to write to BDC and WCC.

12/05/11 Clerk's Progress Reports

- a) Village entrance flower troughs – ordered and due for delivery.
- b) Christmas Tree lighting arrangements – no progress.
- c) Wildmoor Notice board - Cllr S Hall reported on progress, that godfathers are to be purchased and completion expected in about two weeks.
- d) Exercise / play equipment – to be considered at the next meeting.
- e) Pinches Quarry, no progress

12/05/12 Planning

- a) Application ref. 12/0259 – Replacement dwelling and detached garage, Valley Bungalow, Valley Road, Worms Ash B61 9HY. Parish Council comment - No objection
- b) Update on relevant plans and planning matters, as circulated.
- c) Worcestershire County Council's consultation on the Waste Core Strategy – no mention of the 7-year sand bank or any plans for restoration of quarries. Members are concerned at suggestions that Pinches 3 quarry may be turned into a golf course. The importation of waste from outside the district is inappropriate.

12/05/13 Bournheath Village Hall - Cllr KD

There had been no Village Hall management committee meeting since the last Parish Council meeting; their next next meeting is 16/05/2012.

KD commented on recent events following the parish council's offer to hire the hall on a weekly basis, to which neither he nor the PC has had a response.

No fund-raising is planned.

12/05/14 Wildmoor report – Cllr HF

A new sign had been installed at Pinches quarry.

Blue Cross car boot sales are re-starting. Blue Cross have stopped people from touring the site to view the dogs; potential customers are now provided with a catalogue.

Whitings are busy with work for the Queen's Diamond Jubilee.

The area is generally quieter now that the M5 barrier work has been completed; the part of the motorway where 'quieter' tarmac has been laid is noticeably quieter and it was suggested this should cover a wider stretch of the motorway.

A BDC Town Centre Regeneration officer had attended Wildmoor Residents Association to advise of plans for the town centre. Much depends on Sainsburys coming into the district, with community benefits likely to provide a boost to facilities for young people. BDC will be moving to the old Parkside school site which will include the registry office and library. Plans for town centre include upgrading the pedestrian paving and encouraging more cafes.

12/05/15 Gate to car park for village hall and recreation ground

A resident, one of the volunteers on the rota for opening and closing the gate, had written to the Parish Council to comment on recent failings of the rota and seeking reassurance that there will be a consistent effort in the future. Cllr K Drew, responsible for drawing up the rota and organising the volunteers explained the reason for the failings and it was clear to all that the situation was due to a unique set of circumstances. The Clerk would respond in writing to the resident who raised the issue.

12/05/16 Bromsgrove Electoral Review

The Boundary Commission is reviewing the number of Bromsgrove District Council's members and suggests a reduction from 39 members to 31.

It was agreed to state the Parish Council is in favour of this reduction.

12/05/17 WCC Consultation on street lighting energy charges

The consultation was being carried out in a bid to reduce the county council's energy charges.

Parish Councils are asked to consider three questions; members responses are in bold as follows:-

- a) Would your parish be willing to reduce street lighting in your area? **No.**
- b) If not, why not? What would the community's concerns be? **There are few street lights in any case and they are needed due to lack of pavements in the parish. The concerns are based on safety to both pedestrians and road users.**
- c) If yes, would you see any possible benefits to the community? **N/a**

12/05/18 Correspondence received since Parish Council meeting 28/03/2012

BDC planning consultation lists re latest applications, decisions, enforcement actions for the Worcs CALC update issue no's. 13 – 16

NALC Conferences to be held: **Thursday 24th May: CBI Conference Centre, Centrepoint, London**

- **Thursday 5th July: Bristol City Centre Marriott**
- **Thursday 20th September: Mercure Sheffield St Pauls Hotel and Spa**

Parish Matters - Came & Company Parish Council Insurance newsletter

Adaptive rowing - heavily discounted coaching sessions

End of Community First's Rural Housing Enabler Project

BDC Annual Council Meeting Reception - 16th May 2012, invitation

WCC Councillor's AGM report (to be circulated with Annual Parish Meeting agenda)

April News letter - Worcestershire Rural Outreach Project

BDC Planning Department - Uniform Upgrade and Down Time (30th April for 4 days)

First neighbourhood plan set for examination (Andrew Boughton services)

Speedwatch (Sue Perry, signs) – (commercial flyer for road signs)

HMRC – employers update

12/05/19 **Finance**

- a) Approval of the Parish Council's accounts to the financial year end 31/03/2012. The Independent Internal Auditor's letter of completion of her review was read out and the statement of accounts was reviewed. **It was agreed to approve the year end accounts and Annual Accounting Statement.**
- b) The end of year procedure and external audit arrangements for fye 31/03/2012 were noted. The Audit has been called for 18/06/2012. **It was agreed to approve the Annual Governance Statement and Asset Register.**
- c) Review of Risk Log; this was considered at minute no. 12/05/05 above.
- d) The current financial situation showing monies received and payments due, the most recent bank reconciliation and budget comparison to date was circulated to members and agreed.
- e) The cheque payments were agreed and signed.

12/05/20 **It was agreed to close the meeting to the public for discussion of items that would be prejudicial to the public interest by reason of the confidential business to be transacted at items 21 and 22 (early stages of legal action; staff salary), as per Public Bodies (Admission to Meetings) Act 1960.** The members of the public left the meeting. Cllr K Drew, having expressed an interest as a member of the Village Hall management committee, left before discussion on that item started. It was agreed to bring forward agenda item 22 (salary review) for consideration before agenda item 21 (future parish council meeting place).

12/05/21 **Salary Review**
It was agreed to increase the Clerk's salary by one incremental point as from 01/04/2012.

Cllr K Drew left the meeting

12/05/22 **Future meeting venue for the Parish Council**
No response had been received from the Village Hall Management Committee regarding the Parish Council's offer to hire the hall on Wednesday evenings on a weekly basis. **It was agreed** to attend the Village Hall Management Committee's next meeting on 16/05/2012.

12/05/23 **Items for next agenda**, in addition to matters carried forward from above:-

WCC 'Think Local' consultation (to be circulated to all members in advance of the meeting)
Citizens Advice Bureau request for funding.

12/05/24 **Date and time of next meeting**

To be advised.

Annual Parish Meeting to be held Wednesday 30th May 2012 at 6pm at Bournheath Village Hall – this to be a 'low- key' meeting due to use of hall at 7pm.

This meeting ended at 10.00pm

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Chairman, Bournheath Parish Council

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Date