

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 7 September 2009
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman, Cllr J Swift, S Williams, Mrs J Fox, G Vernon, Mrs P Pardoe, M Walford, R Pugh, L Stockford, D Thomas, Clerk Mrs Y Scriven. Members of the public also attended.

POLICE AND NEIGHBOURHOOD WATCH

PC Sally Sliwinska -Local Policing Officer, and Kate Easthope, Police Community Support Officer, attended the meeting and reported on local car thefts and burglaries. Everyone was advised to be vigilant and to ensure that sheds and outbuildings are locked and nothing is left on show in vehicles when they are parked. A Neighbourhood Watch Co-ordinator is still required in some areas.

1. **APOLOGIES:** Cllrs K Bartlett, M Bird.
2. **DECLARATIONS OF INTEREST:** Cllr P Pardoe – Item 14 – Personal Interest; Clerk Y Scriven, Item 14 – Personal Interest.

The meeting was adjourned for Public Question Time.

Alyson Evans advised on the formation of Chaddesley Voices, with 60-70 members. The Committee was seeking a donation towards the purchase of a portable organ.

The meeting re-opened.

3. **MINUTES:**

- a) Minutes of Meeting held on 6 July 2009 were approved and signed by the Chairman.
- b) Minutes of the Planning Committee meeting held on 6 July were accepted.

In order to clarify Minute No. 12.1 of the meeting held on 6 July 2009, Malcolm Inchley had requested the following statement should be minuted:

“I wish to make it clear that I resigned voluntarily from Neighbourhood Watch, as a result of actions that were taken by our Community Support Officer, without reference to me. I considered that these actions undermined my plans to ensure the long term effectiveness and continuity of our Neighbourhood Watch Group. Having made an official complaint, I have received from Inspector Paul Crowley, a written apology for the actions of the person concerned”.

4. **PROGRESS REPORTS**

- 4.1 **Neighbourhood Watch:** Cllrs were asked to return Consultation Response Forms to the Clerk as soon as possible. Cllr R Pugh volunteered to act as co-ordinator for the Hillpool area.
- 4.2 **Fete:** Cllrs and the Clerk had attended and £66.80 had been raised from games.
- 4.3 **Parish Council External Audit** – An unqualified audit opinion had been received and the closure of audit had been advertised on the Village Notice Board. The Auditor had enquired about the purpose of reserves and the Clerk had responded accordingly.
- 4.4 **Gambling Act 2005** – Cllr J Swift had responded accordingly to this consultation on behalf of the Parish Council.

- 4.5 **West Midland Regional Spatial Strategy – Phase II Revision** – Cllrs M Bird and J Swift had responded to the questionnaire on behalf of the Parish Council.
- 4.6 **Power of Well Being:** Cllrs M Bird and J Swift had attended courses and Cllr D Thomas would attend in October. It was proposed to adopt this Power as soon as the Clerk's Portfolio Statement had been approved.
- 4.7 **Charity Commission – The role of Trustees:** The Charity Commission confirmed that Trustees appointed by the Parish Council to a charitable body are able to give reports to the Parish Council on activities and declare an interest, etc, but they should remember that they are there to be a trustee of the charity, and to act in the best interests of the charity, and not the Parish Council.
- 4.8 **Ancient Trees and Orchards:** Noted.
- 4.9 **Overgrown Bridle Way:** A report had been received about a bridle way between Moorfields Farm and Drayton. This had been resolved and work would be carried out shortly by the Ramblers Association and Worcestershire County Council.
5. **CONSULTATION DOCUMENTS/MEETINGS**
- 5.1 **Countryside Recreation and Access Strategy:** Cllr R Pugh would respond to the questionnaire.
- 5.2 **Strengthening Local Democracy:** - Cllr J Swift had responded to the questionnaire.
- 5.3 **DEFA – Review of Biodiversity Duty:** Cllr D Thomas would respond to the on-line questionnaire.
- 5.4 **WMRSS – Phase 3 – Options Consultation:** Cllr G Vernon would study the documentation.
6. **AFFORDABLE HOUSING**
Following a meeting with District Planning Officers, an incomplete report had been received on possible sites within the Parish. A comprehensive report is required from Planners and Highways which would be considered by the Working Group.
7. **LISTED PROPERTIES**
Over the next two years an initial survey of the Wyre Forest District will be undertaken to pinpoint and identify likely buildings for inclusion on the Local List, according to agreed criteria. The Parish might like to get involved in this survey and it was suggested that the Historical Society should be asked to comment.
8. **PARISH PLAN WORKING GROUP**
The Working Group had prepared a report with recommendations in connection with Light Noise and Air Pollution, Crop Spraying and Dog Fouling of Pavements and Verges. Further clarification in regard to timescale and costings were required so the matter was deferred to a future meeting. Mrs Diane Dolley was thanked for all the hard work she had personally put into this project.
9. **BT – ADOPT A KIOSK SCHEME**
BT invited the Parish Council to adopt red telephone kiosks currently situated on Briar Hill, Drayton and Morton Road, Harvington. In view of potential high maintenance costs the Parish Council declined to accept this offer.
10. **REVIEW OF BURIAL GROUND FEES**
In line with previous decisions, it was proposed the current rates were increased by 20%. This proposal was unanimously agreed.

11. **CEMETERY MANAGEMENT**

The Clerk had attended a training course and issued a report with recommendations. The suggestions were adopted in respect to health and safety issues and it was agreed to set up a register of Exclusive Rights ownership. It was suggested that Cllr K Bartlett should be appointed as Parish Council Health & Safety Advisor.

12. **SOCIETY OF LOCAL COUNCIL CLERKS**

It was agreed to pay the annual subscription of £105.

13. **CHADDESLEY VOICES**

A request for funding towards the purchase of an organ for the newly formed Choir was discussed and after a vote, with two abstentions, it was agreed to donate £500 for this purpose.

14. **PROJECTOR FOR VILLAGE HALL**

This was discussed but was deferred until a later date.

15. **PHOTOCOPIER FOR THE PARISH**

It was agreed that a photocopier in the village shop was a service to the public and a quotation had been obtained for a reconditioned copier at £800. Cllr L Stockford was asked to discuss with Jayne Powell the best way to finance this purchase.

16. **CHAIRMAN'S REPORT**

The Chairman gave details of meetings he had attended during July and August. He would be attending the Chairman's Meeting at Wyre Forest District Council in November.

17. **REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES**

17.1 **Wyre Forest Community Housing Tenants Association:** - Cllr G Vernon had attended two meetings and met with Vikki Morris with regard to preparation of an application for funding for the Village Hall.

17.2 **New School:** Report as issued in the Parish Magazine.

17.3 **Wyre Forest Area CALC:** Cllr R Pugh had attended a meeting with the Clerk and submitted and written report. Police had attended and gave information on police activities. Crime Mapper is a new service whereby by entering your postcode you can obtain statistics on crimes in your area – see www.crimemapper.co.uk. Worcs CALC had obtained funding over the next five years from Worcestershire Partnership.

17.4 **Village Hall:** The Clerk advised that modifications to the heating system had been carried out and it had been necessary to replace most of the fire extinguishers in order to meet new fire regulations. All electrical appliances had been inspected and certificates issued. A fund raising brunch had been arranged for February next year.

17.5 **Police:** Next meeting 17 September 2009 – Cllr Mrs J Fox would attend.

18. **ALLOTMENTS**

Cllr L Stockford reported that all allotments were currently let. An application for a shed and greenhouse were approved. A request to keep bees on the allotments was refused. However, it may be possible to have bees on the Community Orchard site and further investigations would be undertaken. A meeting would be arranged shortly to decide on next year's planting of trees in the Community Orchard, as well as another fund raising event.

19. **LENGTHSMAN SCHEME AND HIGHWAYS**

19.1 Routine maintenance had been carried out with 51 hours recorded. The latest series of works had been to the A448, Deansford Lane, The Holloway, Fox Lane, Dobes Lane and Tandy's Lane. Numerous potholes had been noted and Highways would be informed.

- 19.2 A Vehicle Activated Slow Sign had been offered to the Parish and a survey would be undertaken to establish the most effective sites.
- 19.3 The ongoing drainage problems had not been resolved and no response had been received from the County Councillor. The clerk was asked to send a strong letter of complaint to Cllr S Clee.
- 19.4 The Lengthsman was prepared to undertake strimming and weed control works, but training would be necessary before Highways would allow the Lengthsman to do this work. Both the training and work would be at Parish Council expense.
- 19.5 It had been alleged that staff from Savills Garage were parking on the verge adjacent to the BT Telephone Exchange near Mustow Green Island. The clerk was asked to refer this to Planners.
- 19.6 Cllr S Williams reported that yellow lines were due in the Village during October.

20. **FINANCIAL REPORT**

A schedule of payments and receipts had been circulated and was approved.

Payments

		Amount £	VAT £	Total £
W Waldron	Lengthsman Scheme	297.00		297.00
CC Village Hall	Room Hire	51.00		51.00
CC Parish Magazine	Annual Subscription	350.00		350.00
Y L Scriven	Expenses May-August	206.04	8.69	214.73
ASHTAV	Subscription	25.00		25.00
Davis Memorials	Annual Inspection/D52 anchor	175.00	26.25	201.25
Clement Keys	Annual Audit Fee	285.00	42.75	327.75
NALC	Power of Well Being Portfolio Fee	15.00		15.00
SLCC	Annual Subscription	105.00		105.00
		<u>1,509.04</u>	<u>77.68</u>	<u>1,586.73</u>

Receipts

Worcestershire Council	County Lengthsman Scheme	528.00		528.00
NALC	Training Bursary	47.50		47.50
Allotment Rents		20.00		20.00
		<u>595.50</u>		<u>595.50</u>

21. **ITEMS FOR NEXT MEETING:** Date of next meeting Monday 5 October 2009.