

**MINUTES OF THE MEETING OF LICKEY & BLACKWELL PARISH COUNCIL**  
**HELD AT THE TRINITY CENTRE, LICKEY ON MONDAY 18th MAY 2015**  
**MINUTES NO 1, 2015/2016**

**1. ELECTION OF CHAIRMAN and signing of Declaration of Office**

Cllr J Harvey asked for nominations for chairman. Cllr P Harvey nominated Cllr N Forknell and Cllr Eales seconded this. It was unanimously accepted and Cllr Forknell signed the Declaration of Acceptance of Office and took his seat at the table.

Retiring Chairman Mrs J Harvey thanked the council for their support and asked that thanks to Kathryn Crockett be minuted following her loyal service over the last 8 years

**2. ACCEPTANCE OF APOLOGIES:** apologies were received and accepted from District Cllrs Cooper & Deeming & County Councillor McDonald

**PRESENT:** Councillor N Forknell (chair) Cllr Mrs J Harvey, J Eales, J King, A Boehm & P Rudd, Cllr P Harvey & S Nock, Cllr K Taylor, Mrs H Doherty (Executive Officer) and 10 members of the public.

**3. DECLARATIONS OF INTEREST REGISTER:** 3b Disclosable Pecuniary interests 3c Other Disclosable interests.  
No interests were declared

**4. Election of Vice-Chairman**

The election of Cllr J Harvey as Vice-Chairman was proposed by Cllr P King, seconded by Cllr Rudd and unanimously accepted

**5. Election to Groups and Committees**

The following committee and group membership was agreed

5.1 Planning Committee – S Nock (lead) J Harvey, J Eales and J King

5.2 Finance Group – P Harvey (lead) A Boehm

5.3 Highways & Environment Group N Forknell (Highways lead) J Eales (Environment lead)

5.4 Social Services & Communications Group J King (lead) J Harvey & P Rudd

**6. Election of Representatives to other bodies**

6.1 CPRE: Representative and Deputy J King (S Nock to deputise)

6.2 Worcs CALC: Representative and Deputy P Harvey & N Forknell (note EO usually attends and can deputise)

6.3 High House Wood Management Group – J Harvey, J Eales and P Rudd

6.4 Monitoring Group for Marlbrook Landfill Site - this can be any representative of the PC – we do not have to elect an individual. This will be between

6.5 Cropwood Estates Liaison Group: Representative – if group is re-convened, J Eales to attend

Cllr King added that liaison with our 3 schools would be added to the next Social Services & Communications Agenda

*The Meeting was closed for Public Question time.*

## **REPORTS FROM OUTSIDE BODIES AND COUNTY AND DISTRICT COUNCILLORS:**

7. Cllr Taylor gave thanks to the residents who had continued to keep pressure on BDC in relation to Marlbrook tip – he is meeting with Ruth Bamford every 2 weeks
8. Hedges on Alvechurch Highway have been removed by the landowner  
Blackwell Festival has received a £1000 donation from his allowance, and scouts, guides and Burcot play area have also received grants – money is available for community events  
The appeal against a strip development at gardens in Twatling Road has been overturned by the Inspectorate and the Planning application has been submitted re Wadderton on Greenhill  
At WCC a motion for a blanket 20mph limit across blanket areas was refused but the reduction to 30mph outside Hunters Hill school is still on the agenda

## **8. MINUTES OF THE MEETING HELD ON MONDAY 13<sup>th</sup> APRIL 2015:**

It was unanimously agreed that the Minutes be signed as a true record.

## **9. FINANCE and GENERAL PURPOSES**

- 9.1 Payment of attached Bills – payment was approved unanimously
- 9.2 The Bank reconciliation as at end March 2015 was reviewed and approved for inclusion in the Annual Return
- 9.3 Approval of the Annual Return was carried over until June's meeting.
- 9.4 The report of the internal auditor was read and it was noted that no action was needed
- 9.5 It was unanimously agreed that Cllr Boehm should become a cheque signatory in replacement of Cllr Crockett
- 9.6 It was agreed to advise the PCC that we would like to continue to use the Trinity Centre office for one day a week, on the same terms as last year. The EO suggested that as the office was not in use on a Tuesday, it would be a better day for Parish Council use as would fit in with the monthly agenda setting meeting. Cllr Forknell will liaise with the PCC
- 9.7 Following their written request, it was agreed to make a grant of £200 to Citizens Advice Bureau

## **10. REVIEW OF COUNCIL POLICIES AND DOCUMENTS**

- 10.1 The Standing Orders (as amended and adopted 6<sup>th</sup> October 2014) were approved
- 10.2 The Financial Regulations (as amended and adopted 7<sup>th</sup> July 2014) were approved
- 10.3 The Risk Assessment (as amended and approved 6<sup>th</sup> October 2014) was approved

- 10.3 It was agreed that the Finance and General Purposes group would provide a draft Complaints Policy for review and adoption in September
- 10.5 It was agreed that the Finance and General Purposes group would provide a draft Freedom of Information policy for review and adoption in September
- 10.6 It was agreed that the Finance and General Purposed group would provide a draft Publication Scheme for review and adoption in September

## **11. PLANNING COMMITTEE**

11.1 Cllr Nock presented the Planning minutes of the meetings held on 22<sup>nd</sup> April and 5<sup>th</sup> May which were unanimously approved. Cllr King reported that WCC's Planning committee are to meet on 19<sup>th</sup> May to make a decision in relation to the application to extend the village school and provide staff parking. Cllr King is to attend to represent a resident who wants there to be provision for parents parking too. Our comments reflected our approval of the additions to the school site but concerns at loss of part of the playing field – these have been noted and we hope that a Community Use agreement will be adopted

## **12. HIGHWAYS & ENVIRONMENT GROUP REPORT**

12.1 As the benches in the Blackwell play area are rotting, it was agreed to purchase one new 180cm Balmoral style park bench from Cyan offering more comfort than the existing 'plank' style. This will replace the bench at the side of the play area, not in the middle.

Cllr Forknell reported that a Pavement Parking bill may be re-tabled this year and that it would be good to encourage support for this in the newsletter and Village magazine. He will also draft a letter to Sajid Javid asking for his support, referencing problems at Lickey school

## **13. SOCIAL SERVICES & COMMUNICATIONS GROUP REPORT**

13.1 Report prepared by Cllr King was reviewed. All items for the June newsletter should be with Helen by 27<sup>th</sup> May please for delivery in mid June

## **14. TRAINING MATTERS AND DIARY DATES**

14.1 No training has been requested but the EO said she was sure that Gill Lungley would provide a bespoke session for us, if required

14.2 The Parish Conference will be held on Thursday 4<sup>th</sup> June from 6.30pm – all are welcome

## **15 ADMINISTRATION:**

15.1 The EO asked that councillors provide her with any requirements for paper copies of documents or provide a mobile number if they would like information and reminders via text

## **16 CORRESPONDENCE:**

No additional correspondence was noted

**16     DATE OF NEXT MEETING**

Monday 1st June 2015 at the Wheel at 7.30pm

There being no other business, the meeting closed at 20.55

Signed

Chairman