

**Minutes of the Annual Meeting of Belbroughton and Fairfield Parish Council held in the Jubilee Room, Belbroughton Recreation Centre on Monday 9<sup>th</sup> May 2016.**

**Present:** Cllrs. D Roberts (Chairman), J Boswell, J Bradley, A Hood, T Jones, P Margetts, Dr R Morgan, G Parsons, S Pawley and, C Scurrall.

In attendance: J Farrell Clerk. 6 members of the public also attended.

**136/16** Cllr. Roberts was elected Chairman and signed the Declaration of Acceptance of Office.

**137/16** Cllr. Scurrall was elected Vice Chairman and signed the Declaration of Acceptance of Office.

**138/16** Apologies had been received from Cllrs. Mabbett, MacDonald and Nock and were accepted. Apologies were also received from District Cllrs. Chris Allen-Jones and Margaret Sherrey.

The Meeting was then adjourned for an 'Open Surgery' period for members of the public to discuss issues with the Council.

The meeting was re-opened.

**139/16 Declarations of Interest:** None. **140/16 Dispensations:** None requested.

**141/16 Minutes**

The minutes of the council meeting held 4<sup>th</sup> April 2016 were approved and signed by the Chairman.

**142/16 Reports**

*Former Chairman's Report:* Cllr. Roberts advised that he and Cllr. Bradley had met with the licensee of The Talbot, Belbroughton and who was arranging the installation of the defibrillator.

*Planning Committee:* Council noted the minutes of the committee meeting on 18<sup>th</sup> April 2016.

*Finance Committee* Council noted the minutes of the meeting of 18<sup>th</sup> April 2016.

*Clerk's Report:*

1. 'Digital Engagement' the remaining free drop in sessions run by Bromsgrove District Housing Trust – Belbroughton Rec Jubilee Room (2) Tues 31<sup>st</sup> May 10am – 12pm and Tues 14<sup>th</sup> June 2pm – 4pm -- Fairfield Villa F.C. (1) Tues 17<sup>th</sup> May 10am-12pm.
2. A 'Casual Vacancy' arises in Fairfield ward following the resignation of Cllr. McFarling. The District Council has been informed and the required notice displayed. The vacancy can be advertised after 19<sup>th</sup> May should there not have been a request by 10 residents or more for an election.
3. Mrs Diane Malley is now working on the internal audit and the clerk will meet with her 16<sup>th</sup> May.
4. A resident has requested a copy of the Council's Code of Conduct and Complaints Procedures but I have not had further contact with the resident regarding as to what the complaint relates to.
5. Finance – the Shawbrook Bank £40,000 one year fixed deposit at 1.5% has been opened successfully. The State Bank of India though have declined the request for a 3 year fixed rate bond – reasons yet to be received. The Finance Committee 16<sup>th</sup> May will need to reconsider where to place the £50k funds.
6. The County Council has advised that the Dordale Rd. pot holes repair works have been completed.

7. A letter of thanks had been received from the Fairfield Community Association for the council's donation towards their Queen's 90<sup>th</sup> birthday events.

#### **143/16 Meetings 2016**

a. Council approved the existing schedule of Council and Committee meetings for 2016. It however, approved approaching the Fairfield School as a venue for the Fairfield meetings since the Barton Room was proving to be too small to comfortably hold meetings.

**Action:** Cllr. Mabbett would discuss with the Head of the school.

b. Council approved by a unanimous vote a motion to continue with the 'Open Surgery' part of Council meetings.

#### **144/16 Governance**

a. Council agreed to adopt the current versions of the Council's Standing Orders, Scheme of Delegation, Code of Conduct, Financial Regulations, Complaints Procedures, Freedom of Information Policy, Press and Media Policy, Filming and Recording Procedures, and Data Protection Policy.

b. Council noted that it now met the requirements to enable adoption the 'General Power of Competence' and approved adopting it for the remaining three years of this Council.

#### **145/16 Membership of Committees, Working Groups and, appointment of members to outside bodies.**

Council agreed the 2016/17 Cllr. memberships:

##### **Finance Committee**

James Bradley  
Allan Hood  
Alan Mabbett  
Paul Margetts  
Bob Morgan  
Simon Nock  
Gemma Parsons  
Dave Roberts  
Chris Scurrall

##### **Planning Committee**

Janice Boswell  
Trevor Jones  
Scott MacDonald  
Gemma Parsons  
Sue Pawley  
Chris Scurrall  
Paul Margetts

##### **Agricultural Holdings Committee**

Allan Hood  
Trevor Jones  
Paul Margetts  
Bob Morgan  
Dave Roberts  
Ann Ince (Co-option)  
Margaret Rees (Co-option)

##### **Representatives appointed to other organisations:**

Worcestershire County Association of Local Councils  
Fairfield Village Hall Management Committee  
Belbroughton Rec. Committee  
Belbroughton United Charities  
Wildmoor Residents Association  
Bromsgrove Local Independent Advisory Group (Police)  
Clent Hills Liaison Committee

Dave Roberts and Chris Scurrall  
Alan Mabbett  
James Bradley  
Janice Boswell  
Allan Hood  
Chris Scurrall  
Dave Roberts

##### **Working Groups:**

**Footway Lighting:** Trevor Jones, Gemma Parsons, Sue Pawley, Dave Roberts.

**Speeding/Traffic Calming:** Alan Mabbett, Scott MacDonald, Bob Morgan, Gemma Parsons.

**146/16 Veolia PLC – Sandy Lane Planning Application Ref 13/00027/CM**

a. Council approved a motion to request that the County Council grant an extension of time, until Mid-July, in which to prepare a response to the request for comments on the planning application.

**Action:** the clerk to request the extension.

b. Council agreed to set up a 'Working Group' to assess the application and cllrs. Hood, Jones, Mabbett, Morgan and Scurrrell agreed to join the group. The Working Group would report back progress and actions to future Council meetings in June and July.

Council approved an initial sum of £2,000 towards expenditure that the 'Working Group' may incur during its assessment processes which may include the use of a professional planning consultant.

**147/16 Parish Room Belbroughton**

a. Council noted that the letting agent had advised that 10 individuals had attended an 'open day' at the room and four applications had do far been received.

b. A 'Working Group' of Cllrs. Boswell, Margetts, Pawley and Roberts was set up to assess the applications and bring a recommendation to a future Council. Council would expect the agent to provide references and business plans from the applicants. Council desired that where possible the successful applicant should be a business that brought benefit to the community and should not detract from existing businesses in the vicinity.

**148/16 Council Contractors**

Council agreed that the Parish Lengthsman and gardeners should have councillor nominated points of contact and that the contractors' activities would be monitored by the said councillors.

Council approved appointing Cllrs. Margetts and Pawley in respect of the Lengthsman and the Belbroughton gardener and, Cllr. Mabbett in respect of the Fairfield gardener. Cllr. Mabbett was not present at the meeting and thus the council would request his confirmation of this role.

Council agreed that provision of nominal spending by the gardeners be considered. It then approved the spending of £100 by the gardeners on plants and bulbs, and a further £25 for similar activity in the Bell Heath locality.

**Action:** the clerk to advise the contractors.

**149/16 Fairfield Recreation Ground**

Council approved further research and also the seeking quotations for consideration from contractors on raising the level of the footpath at the recreation ground to eliminate the flooding.

**Action:** Cllr. Parsons to progress the research and quotations.

**150/16 Councillor items**

Cllr. Parsons requested that a future Council agenda considers the future of the shop at Stourbridge Rd. Fairfield.

Cllr. Pawley informed Council that she was liaising with the Belbroughton Scarecrow Committee on holding an event on 11<sup>th</sup> June to celebrate the Queen's 90<sup>th</sup> birthday. Cllr. Roberts thanked her for her work on this.

Cllr. Roberts advised that relatives of residents at Breach House residential care home had raised the issue of apparent difficulty in taking wheelchairs from the home into the centre of Belbroughton village due to narrow footways. The Lengthsman had already carried out 'siding out' the pathways where possible, but would be asked to see what further works could be done.

Cllr. Hood requested that the Lengthsman carry out works at Fiveways, Bell Heath.

**The Meeting was closed at 9.20 p.m.**

**Signed** ..... **Chairman**