

Tutnall & Cobley Parish Council

THE MINUTES of an ANNUAL ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL
held on Tuesday 4 May 2021 at 7.30pm remote meeting via Zoom

Present: Cllr M Pengelly, Cllr K Tolley, Cllr S Orr-Cooper, Cllr M Ryan, Cllr L Denyer, Cllr P Whittaker, Cllr A Wheeler-Vine

In Attendance: The Clerk, John Ankrett

- 1 **Election of Chairman and signing of Declaration of Office:** Cllr Whittaker proposed Mike Pengelly to remain as Chairmain. Seconded by Cllr Denyer. Form signed by Mike Pengelly.
- 2 **To consider apologies and to approve reasons for absence:** There were no apologies for absence received.
- 3 **Election of Vice Chairman and signing of Declaration of Office:** Cllr Ryan proposed himself to continue as Vice-Chairman. Cllr Wheeler-Vine seconded. Form signed by Mike Ryan.
- 4 **DECLARATION OF INTEREST:**
 - a) Register of Interests: Councillors were reminded of the need to update their register of interests, and
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature, and
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature:
Cllr L Denyer who is Treasurer of the Management Committee of the Community Hall.
Cllr M Ryan who is a member of the Management Committee of the Community Hall.
- 5 **ANNUAL FINANCE:**
 - a) **Accounts for the Year Ending 31 March 2021**
Receipts and Payments Account for the year, Bank Reconciliation, Statement of Accounts and Schedule of Fixed Assets were presented for Members' consideration and approved. The Annual Governance Statement, which forms part section 1 of the AGAR, was also approved.
It was agreed that the figure listed on the Schedule of Fixed Assets for Windpump should be revised. Clerk to look back through Accounts, update the figure and send it to the Chairman to sign.
 - b) **Annual Governance and Accountability Return for the Year Ending 31 March 2021:** The Accounting statements, which make up section 2 of AGAR, for 2020/2021 were approved. Tutnall and Cobley Parish Council's gross income and expenditure in 2020/2021 did not exceed £25,000, so the Certificate of

Exemption was approved for signature by the Chairman and Responsible Financial Officer.

6 TO APPOINT REPRESENTATIVES / OFFICERS:

The following appointments were retained:

Footpath Warden: - John Ankrett

Tree Warden - Cllr Mike Ryan

Conservation Officer - Cllr Mike Ryan

Community Hall Representative - Cllr Lynn Denyer

Charities Representative - Cllr Mike Pengelly and Cllr Ann Wheeler-Vine

7 MINUTES: The Minutes of the meeting held on 14 April 2021 were approved.

Proposed: Cllr Denyer; Seconded: Cllr Ryan All in Agreement.

8 PROGRESS REPORTS FOR INFORMATION:

Clerk: Due to Clerk's holiday commencing 8th June, face to face meetings resuming from 7th May (with social distancing requirement) and unavailability of Community Hall on Tuesday nights at present, it was agreed that the proposed June ordinary meeting would be postponed to July. Proposed by Cllr Wheeler-Vine and seconded by Cllr Whittaker. It was decided that the Clerk should contact Jane Hall to enquire about the possible use, and cost involved, of the Church Hall as a meeting room, as Community Hall isn't available on Tuesdays.

Chairman: He has received a few communications regarding the shed on Alcester Road, which is now a dwelling, Chairman has contacted the Police as it is getting out of hand. County Cllr Taylor to look into it.

District Councillor: none

County Councillor: Footpath Warden enquired about some signs for Tutnall and Copley Parish. County Cllr will look into obtaining some, a decision will then be made regarding positioning.

Footpath Warden: He will find out the procedure for complaining about ramblers wandering off the footpaths and onto private land.

Tree Warden: Susan Porter has been in touch about replacing trees that had died, Cllr Ryan has reassured her they will be replaced. He also advised that proposal for wild meadow at Broad Green had been discussed previously and it had been concluded that it wasn't a good idea.

Conservation Officer: none

Community Hall Representative: Community Hall opens for business from 21 June.

Charities Representative: none

9 CORRESPONDENCE:

a) Bromsgrove District Council: <http://moderngovwebpublic.bromsgrove.gov.uk> for details on Planning Agendas and Minutes.

b) Wellbeing in partnership newsletter - emailed

c) West Mercia Police and Crime Commissioner newsletter - emailed

d) Correspondence from Lickey and Blackwell PC re bench and planter - attached

e) SNT Bromsgrove South & Rural Police Team contact details - emailed

- f) HRH The Prince Philip, Duke of Edinburgh - emailed
- g) The Rural Bulletin - emailed
- h) The Rural Funding Digest - emailed
- i) Issues at Grange Lane with vehicles - emailed
- j) Request for receipts and payments information - received.

10 PLANNING MATTERS:

Applications for consideration: 21/00466/FUL - 1 Tug Cottages, Alcester Road, Tardebigge, Bromsgrove – proposed rear extension. Deadline for comments 14 May 2021. It was agreed that the Parish Council would support this application in principle but consideration should be given to neighbours and the local area. Also needs to maintain outside decoration in keeping with moratorium from sale from British Waterways.

Appeals: none

Refusals: none

The Chairman advised that he had been contacted about a caravan to let within the Parish, which had been raised by a Parishioner. The issue of whether planning permission was required for holiday lets/air b n b lets, within the boundaries of Parishioners own land, was discussed and it was agreed that the Clerk would contact Dale Birch to get an answer so that the Parish Council could respond to enquiries of this nature.

11. **WINDPUMP:** It was agreed that the next date to meet would be Saturday 15th May.
12. **LENGTHSMAN SCHEME:** none
13. **HIGHWAY MATTERS:** Cllr Whittaker has had a meeting with Richard Clewer and County Cllr Taylor regarding the gulleys on Agmore Lane, Ringway told Richard Clewer that the gulleys had been done but he advised that they hadn't. It was agreed that the Clerk would raise the job again to clean and jet the gulleys along Agmore Lane. The automatic speed sign on from Alcester Road to Hewell Lane is becoming obscured by vegetation. It was agreed that the Clerk would raise this as a Highways matter, the Landowner would also be contacted before September to request that he cuts back the hedge after September. The Foxhill Lane sign is sitting in the hedge. Cllr Whittaker will raise this with team.
14. **PRISON BOUNDARY WOODEN FENCING ALONG BROCKHILL LANE** Cllr Denyer stated her neighbour isn't happy about the fencing and has written to the Prison Governor and asked whether the Parish Council would back her up. Cllr Denyer will update regarding whether a reply had been received in July. The Clerk will contact Sajid Javid to see if he

knows what is happening with Hewell Grange, as parishioners are concerned with lack of maintenance and proposed sale.

15 **RISK ASSESSMENT SCHEDULE:** This was approved.

16 **FINANCE:**

c) Bank Balances:	as at 30 April 2021	Current Account	£	7,562.54
	as at 30 April 2021	Deposit Account	<u>£</u>	<u>8,848.78</u>
		Total Balance	£	16,411.32

d) **Receipts:**

Bromsgrove DC: Precept	£ 3,640.00
Interest	0.67

d) **Payments for Approval:**

L Griffiths: Salary for April 2021	£ 374.72
Clerk's expenses for April 2021	£ 57.96
Came & Company 2021 insurance renewal	£ 405.08
Sally-Ann Reeves - Internal Audit	<u>£ 150.00</u>

Total £ 987.76

e) **Unpresented Cheques:** £0.00

f) **Outstanding Invoices:** None

g) **Finance Items - Proposed Cllr Denyer and Seconded Cllr Tolley:**

17 **COMMENTS FROM MEMBERS:** Cllr Denyer stated that the Parish Council was entitled to use Fred Shrimpton Room for meetings when the requirement for social distancing was removed.

18 **DATE OF NEXT MEETING:**

To propose the date of the next meeting to be scheduled for 13 July 2021 at 7.20pm.

Signed: Chairman

13 July 2021