

# Tutnall & Cobley Parish Council

THE MINUTES of an ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL  
held on Tuesday 10 April 2018 at 7.20 p.m. in the Community Hall, Tardebigge

**Present:** Cllr M Ryan, Cllr M Pengelly, Cllr L Denyer, Cllr P Whittaker

**In Attendance:** The Clerk

**1 APOLOGIES:** Cllr Orr-Cooper, Cllr Tolley

**2 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.

**3 MINUTES:** The Minutes of the meeting held on 13 March 2018 were approved.  
Proposed: Cllr Denyer; Seconded: Cllr Ryan. All in Agreement.

**4 PROGRESS REPORTS FOR INFORMATION:**

**Clerk:** noted

**Chairman:** none

**District Councillor:** none

**County Councillor:** none

**Footpath Warden:** none

**Tree Warden:** Cllr Ryan hasn't managed to put the trees in yet but hopes to find a convenient date for planting and will advise the Councillors.

**Conservation Officer:** Cllr Ryan stated that a Parishioner mentioned about a substantial log cabin being built at Wharf Cottages. The Chairman stated it might be worth mentioning at the Planning Training meeting on Thursday. Worcester/Birmingham canal have erected a memorial, which Cllr Ryan will feature in the Annual Newsletter. Cllr Denyer will investigate what else to feature in the newsletter regarding 1918 and the 100 year Anniversary and what permission needs to be sought to feature certain photographs around the Parish.

**Community Hall Representative:** Cllr Denyer reiterated that the Community Hall would appreciate assistance with future hedge laying.

**Charities Representative:** Cllr Ryan stated that an application would be made to the charities for a contribution towards replacing the sheds for the Church nursery.

**5 CORRESPONDENCE:**

- a) Bromsgrove District Council - noted
- b) Wellbeing in Partnership newsletter - noted
- c) West Mercia Police & Crime Commissioner newsletter - noted
- d) Bromsgrove Chairman's Civic Dinner - noted
- e) The Basement Project - noted

**6 PLANNING MATTERS:****Applications for Consideration:**

None.

**Approvals:**

None.

**Refusals:**

None.

7. **WINDPUMP:** Quote has been received for £850 + VAT. Cllr Orr-Cooper to instruct Worcester steels to go ahead with the order.
8. **LENGTHSMAN SCHEME:** The Lengthsman has requested an increase in his hourly rate, after receiving guidance from Highways. The Parish Council agreed to increase the hourly rate from £11 to £15 per hour as of 1 April 2018. Burcot Village Hall would be advised when a copy of the Lengthsman 2018/2019 contract is sent to them.
9. **HIGHWAY MATTERS:** Cllr Ryan mentioned the water at the top of Cobley Hill. Cllr Denyer enquired whether it could be dug out. The Clerk to raise with Highways, standing water at junction of Cobley Hill/Stoney Lane/Grange Lane, continual standing water, damaged surface, high kerb and narrow road, blind summit.

**10. FINANCE:**

a)	<b>Bank Balances:</b> as at 31 March 2018 Current Account	£ 9,693.67
	as at 31 March 2018 Deposit Account	£ <u>3,817.15</u>
	Total Balance 31 March 2018	£ 13,510.82
b)	<b>Receipts:</b>	£ 0.00
c)	<b>Payments for Approval:</b>	
	L Griffiths: Clerk's salary for March 2018	£243.58
	Clerk's expenses for March 2018	£ 37.80
	Worcestershire County Council - rock salt	£168.00
	Worcestershire County Council - Grit bin	£204.00
	S Skeys: Lengthsman Scheme @ £11 per hour	
	Burcot: 27 hours	£297.00
	Tutnall & Cobley: 67 hours	<u>737.00</u>
		£1,387.38
d)	<b>Unpresented Cheques:</b> none	
e)	<b>Outstanding Invoices:</b> None.	

e) **Finance Items - Proposed** Cllr Denyer; **Seconded:** Cllr Ryan.

11. **REVIEW OF PROCEDURAL DOCUMENTATION: STANDING ORDERS- FINANCIAL REGULATIONS - INTERNAL FINANCIAL CONTROL POLICY - FREEDOM OF INFORMATION - CODE OF CONDUCT - SCHEME OF DELEGATION - COMPLAINTS PROCEDURE - COMMUNITY EMERGENCY PLAN - MEDIA POLICY - DISTRICT COUNCIL PARISH CHARTER.** It was agreed to adopt NALC's model and agree the re-adoption of procedural documentation.
12. **INCREMENT REQUEST FOR CLERK:** It was agreed for the Clerk to progress to SCP 20 from 1 April 2018.
13. **REVISION OF HOURLY RATE FOR LENGTHSMAN:** This has been revised to £15 per hour from 1 April 2018.
14. **CONTRIBUTION TOWARDS SHED FOR NURSERY AT CHURCH SCHOOL:** Application to be made to the Charities. The Parish Council to make a decision about their contribution following the outcome of application.
15. **DATE FOR THE ANNUAL PARISH ASSEMBLY AND ANNUAL MEETING OF THE PARISH COUNCIL.** This was agreed for Tuesday 8 May 2018 at 7pm. Each council member with a specific Council duty to have a brief overall summary of the year.
16. **CHANGE TO DATE FOR JUNE MEETING:** It was agreed to change the date of the June meeting to 5 June 2018.
17. **COMMENTS FROM MEMBERS:** Cllr Whittaker enquired about work at Agmore Lane, the Clerk to mention to the Lengthsman.
18. **DATE OF NEXT MEETING:**  
**Resolved.** An Ordinary Meeting of the Parish Council to be held in Tardebigge Community Hall at 7.30pm on Tuesday 8 May 2018.

The Vice-Chairman thanked everyone for attending and closed the meeting at 8.48pm.

Signed: ..... Chairman

8 May 2018