



MINUTES OF THE PARISH COUNCIL MEETING

held at CATSHILL VILLAGE HALL

GOLDEN CROSS LANE, CATSHILL, B61 0JZ

THURSDAY 26th November 2015, 7.30pm

Present : Parish Councillors: O Sweeting (Chairman), *G Blackmoor (Vice-Chairman), P Baker, M Ball, J Bate, M Knight, P Masters, M Shephard

In attendance: Clerk – R Powell, Cllr S Blagg and one member of the public

15/11-01 Chairman's welcome

The Chairman welcomed all to the meeting

15/11-02 Members' Apologies for absence

Apologies were received from Cllrs T Gillespie, B McEldowney and S Webb and District Cllr B Cooper.

Mr Simon Boxall-Southall had also sent apologies for being unable to attend this meeting.

*Cllr G Blackmoor arrived at 19:36 following Agenda Item 4.1

15/11-03 Co-option

The Parish Council had received an application from Mr Simon Boxall-Southall to be co-opted onto the Council representing the Woodrow Ward. Members considered both his application and supporting letter that had been received prior to the meeting and circulated by email and hard copy.

It was unanimously agreed to co-opt Mr Boxall-Southall onto the Parish Council.

15/11-04 Open Forum

4.1 **It was agreed** that Agenda 12.1a be brought forward for consideration at this point in the meeting.

The member of the public present took this opportunity to address the Council regarding a question he had sent to the Clerk and Chairman for consideration at this Full Parish Council Meeting, the intention of which was to highlight to the Council the lack of progress that he felt was being made by BDC in the adoption of the District Plan, currently under inspection, and the Green Belt Review; following this the member of the public chose to withdraw his question. The member of the public was thanked for his input and assured that the Parish Council would be working as closely as possible with Bromsgrove District Council throughout the process on behalf of the village.

Cllr G Blackmoor arrived at this point in the meeting.

4.2 **County Councillor for Woodvale division, Sheila Blagg** was in attendance. Her report for November had unfortunately not been received and it was agreed that Cllr Blagg would re-issue this via email to the Clerk who would then circulate to Members.

Cllr Sheila Blagg commented:

- Worcestershire Local Minerals Plan - there is a list of potential sites but WCC are still considering proposals. It will be a long process and consultation will continue in early 2016.
- There is a new concept of a 2% levy that Council's can produce for Social Care

Cllr Sheila Blagg also noted that her report contained information about the Health Strategy Report 2016-19 in which priority is being given to Mental Health, being active and reducing the harm of alcohol.

Members engaged in discussion with Cllr S Blagg regarding concerns that horses and cyclists had been seen going down the alleyway at Golden Cross Lane. It was noted that there was no Bye Law for this alleyway. **It was agreed** that the Clerk was to email WCC via Cllr S Blagg with the decision as to where signs should be allocated for Catshill. This was to be discussed at the upcoming Environment and Highways Committee.

Cllr S Blagg reported and it was noted that one of the signs on the car park on Golden Cross Lane had slipped below the minimum height of 3 metres but that this was not Highways Land so could not be addressed by them. It was also noted that some of the lights in this area were not working. It was suggested this could be Bromsgrove District Council Land.

Following this item Cllr S Blagg left the meeting.

4.3 **District Councillor for Catshill South Ward, Councillor Shirley Webb** had sent her apologies and sent her report which was read by the Clerk to Members. It included information regarding:

- Ivy Cottage Footpath – Currently awaiting the developer to move the fence backward in order for Highways to progress with the footpath
- Grass Verges – these would hopefully be cut once more before the winter aided by a new mower, the lack of which had caused some delays.
- Co-op – the new opening date of 3rd December had been announced following problems with utilities meaning stock could not be ordered. The co-op also have a certain amount of funds for use in the community which had been spent on a litter picker, and ‘tastings’ within the community and local schools.
- Alleyway at Golden Cross Lane/Barley Mow Lane – there is no Bye Law for this alleyway making it illegal to erect ‘no horse riding’ signs. Highways will now be replacing/repairing the rusty poles and footpath signs.

15/11-05 The meeting was closed for Open-Forum and re-opened.

15/11-06 Declarations of Interest

No member declared any declarable interest.

15/11-07 Dispensations

No requests for dispensations had been received.

15/11-08 Approval of Minutes of previous council meeting

It was noted that the minutes of the previous Full Parish Council meeting held 29/10/15 stated that ‘It was suggested that Peter Mobley had reported on the donation of the land to the village by Mitchell and Butler in his History of Catshill.’ Mr A Bate wished to draw the Council’s attention to the fact that it was Messers Davenport that donated the site rather than Mitchells and Butlers as suggested. He provided a copy of the text in the Bromsgrove, Droitwich and Redditch Advertiser Dated 1927 as evidence of this.

It was agreed to accept the minutes of the Full Parish Council meeting held 24/09/2015 subject to the alteration of this fact.

15/11-09 Members’ Questions

Cllr M Knight had submitted the following proposal for consideration by the Council, including a map of the area in question, both of which were circulated to Members by email and hard copy. ‘That a 20mph speed zone be placed around the new co-op store as part of a safety measure to facilitate access to the store by the elderly, disabled and mothers with children especially when the store is open from 0700 to 2300 at night. Zone to cover: Golden Cross Lane to Ash Drive, Golden Cross Lane to Woodrow Lane, Gibb Lane to Meadow Road, Barley Mow Lane to Blake Road, Milton Road to Byron Way. All side roads in the zone should be marked “20mph zone ahead”. The reason for the above motion is due to the lack of highway safety surrounding the new Co-op store.’

Members engaged in lengthy discussion regarding this proposal, also noting the recent accident involving a lady within the area.

It was agreed to accept the proposal but to extend the zone to cover all areas in front of the schools. **It was agreed** that the Clerk would contact the local Head Masters for supporting letters to send to the County Highways with the current proposal.

15/11-10 Chairman’s Report

Cllr O Sweeting wished to re-iterate some of the comments he had made in the previous months report and commented:

- Following attendance at Worcestershire CALC 25/11/15 there was more talk about the potential upcoming devolution and how there will be rapid change. Where possible the Council need to be aware of the various groups that make up our marketplace and benefit from the networking potential.
 - The Council must look at working in partnership with other authorities and service providers to enable the best provision for parishioners, cost effectively.
 - The increase made in the precept has come in timely fashion as there is every possibility that this will be capped in the near future. If devolution continues there will be a cost involved in order to be professional.
 - A great deal of work is going into promoting a professional image for Parish Council's nationally. Those being tasked with improving the image have discovered that Parish Councils offer more professionalism than perceived and that this now needs to be highlighted to the government in order for them to devolve services.
 - How much devolution is received will depend on the achievement of the Local Council Award Scheme. This is designed to help Council's achieve the desired professional standards, which in turn will be instrumental in deciding what authority is given to Parish Councils.
 - In the January Full Parish Council there will be an Agenda Item for discussion regarding the Local Council Award Scheme and decisions as to the Council's way forward. There are three levels but to apply for the Gold qualification the Clerk needs to be qualified. The Chair noted he is in contact Richard Levett at CALC regarding the possibility of shared services of Clerks which may assist in this area.
- Members engaged in some discussion regarding the LCAS and **it was agreed** that the Clerk would send out information regarding this prior the next Full Parish Council.

15/11-11 Clerk's Report: Emergency Actions, Update and List of Communications

- 11.1 **Parishioner Correspondence** – Members noted the correspondence received during the month. It was suggested that the Clerk contact the gentleman who had expressed an interest in the tree planting and inform him that there was a potential for trees to be planted sooner than anticipated due to some being grown at Members homes. Members engaged in some discussion regarding the need for evidence to support certain types of parishioner contact.
- 11.2 **Proposal for extended remit of Bromsgrove Town Centre Manager** – Members to note Bromsgrove District Council are considering widening the scope/remit of their Town Centre Manager to cover the wider district and in particular the areas of Alvechurch, Barnt Green, Catshill, Hagley, Rubery and Wythall. A copy of the report has been circulated by email and is available at <http://moderngovwebpublic.bromsgrove.gov.uk/documents/s28239/Bromsgrove%20Centres%20Management%20BROMSGROVE%20CABINET%204%2011%2015.pdf>
More information will be provided by the Clerk when available.
- 11.3 **Baptist Church Garden progress** – Meadowfields Ground Maintenance has treated the grass twice and has provided a quote for the new beds. It has been noted that an 'unofficial path' runs along the edge of the green fence and through the area to be developed but hopefully this will not be used once the planting goes ahead.
- It was agreed** to accept the quote of £400 for plants and £200 for labour to be taken from Capital Funds as the garden is a new project.
- 11.4 **Traffic Regulation Order**- Worcester County Council have provided a copy of the Traffic Regulation Order relating to the prohibition of waiting order for Milton Walk, Byron Way, Shelley Walk and Byron Way. It will vary that from 2013 and will include 'exemptions to allow

parking/access for certain purposes and limited waiting by disabled persons vehicles'.
(circulated by email and hard copy)

- 11.5 **Third Party Right to Appeal** – A petition is being circulated to ask the government to give parish councils the right to appeal planning decisions with a view that Parish Councils have a detailed knowledge of their local area. The petition is available at <https://petition.parliament.uk/petitions/110489>
- 11.6 **Bournheath PACT Meeting** to be held Friday 8th January 2016 at Bournheath Village community centre, starting at 7pm. Catshill and North Marlbrook Parish Council and residents are invited to attend to discuss Police and Community matters relevant to the Bromsgrove North and Rural policing area
- 11.7 **Bromsgrove Area CALC Committee** to be held 9th December will be attended by Inspector Sarah Corteen and Barrie Sheldon who will talk about Neighbourhood Watch, how to set a group up and how to get the best from it.

Relevant correspondence available from the Clerk: includes weekly CALC updates November '15; weekly updates from BDC Planning lists, WCC road works lists, Police & Crime Commissioner.

Emails received since last meeting relating to – Superfast Worcestershire Partnership Update, PACT meeting, November Edition of Wellbeing in Partnership, Lickey Hills Society Newsletter, Neighbourhood Watch Alerts

Items Carried Forward: Further investigation as to Land Registry in relation to the War Memorial

15/11-12 Committee and Representative Reports

- 12.1 **Planning Committee** meeting held 12/11/15; draft minutes and Chair's Report circulated prior to the meeting via email and hard copy. Members discussed issues regarding developments taking time and scaffolding being erected for extended periods. It was suggested that this had been investigated previously and it was believed that nothing could be done unless the scaffolding was a danger to the public. Cllr M Knight agreed to investigate this further.
- 12.1a.** With the Council's agreement this item regarding the Council's response to the question raised by the member of the public was to be considered during Agenda Item 4.1 above. However, the member of the public withdrew his question.
- 12.1b.** Approval of the creation of a Planning Sub Committee to progress the creation of the Neighbourhood Plan. Members discussed the previous work that had been carried out with the Parish Plan, the need to engage with the Neighbourhood Plan due to the upcoming Green Belt Review and the need to gain the support of the Community. It was suggested that the Council outsource for professional help with this due to the workload and the need for information and support.
- It was agreed** that the information regarding the Community Infrastructure Levy should be circulated via the Clerk.
- It was agreed** that the Clerk should contact Richard Levett to find out if NALC had advisors that could be invited to a meeting and discuss the Neighbourhood Planning process and what it entails, amongst other questions, prior to spending money on external professional help.
- It was agreed** that a sub committee of the Planning Committee should be created to look at the progression of the Neighbourhood Plan. Cllr J Bate expressed an interest in being part of the Committee. It was also suggested that Cllr M Knight, as Chair of Planning, Cllr M Shephard, as Chair of Environment and Highways and Cllr O Sweeting as Chair of the Council be part of the sub Committee.
- 12.1c. It was agreed** that the Clerk should apply for the grant available from the 'Locality Fund' for a value up to £8,000 in order to gain professional help when the time came for the commencement of the Neighbourhood Plan.

12.2 **Any other report** from Parish Council representatives including those for:

- **Bonfire Event 31/10/15** – Cllr P Masters reported: Takings were in the region of £2,200 which was evidence that more people attended than previous years. With this in mind Cllr P Masters made reference to the email (circulated to Members via email and hard copy) received from a Parishioner regarding the procedure for exiting the event and highlighted that as it was now a more popular event this was something to consider in the future. It was suggested that the police presence at the event be requested additionally at the end to assist with the exiting of the public.

In addition, the parishioner had made further suggestions in relation to the PA system, including the introduction of music. Members discussed this and it was decided that the introduction of music would alter the nature of the event. Councillors had been approached about the possibility of stalls and fun fair rides being provided on the night and this was also deemed to alter the nature of what is now a successful event. In addition, the radio microphones used were deemed adequate and that the volume could be increased in the future if needed, although a check was carried out on the night. Members also discussed the issue of Glow Sticks at the event and it was suggested it be requested that the Scouts look into the provision of these for the future due to the possibility of accidents occurring if the sticks break.

Finally, the Council had received praise on the night from attendees at the event.

It was agreed that the Bonfire Committee look into the exiting of people from the event next year and that contact be made with the parishioner who had emailed the Council thanking him for drawing Members attention to this.

- **Remembrance Day Event 08/11/15** – Cllr P Baker reported: The event went well and this was thanks to advance planning and the commitment of the people involved. The next meeting for this event would be in early September 2016.
- **Catshill Village Hall Management Committee 02/11/15** – Cllr J Bate reported: Although the hall has lost a couple of long term bookings they were doing well with additional bookings. There is a significant amount of expenditure expected in the near future including mending the disabled toilet, gaining quotes for work to prevent the drive from flooding, new light installations in the kitchen, replacement of emergency lighting, investigations into the trees that surround the hall and may be damaging the roof and equipment provided to bolt the Christmas tree to the wall. The Christmas decorations would be erected on the coming Sunday. There were many upcoming events such as the Christmas Fair etc. Members discussed the location of the Christmas tree which was hopefully being delivered the following week. The equipment to be erected on the wall was a grasping mechanism with the idea being that when the tree was gone there would be a flag purchased to go in its place.
It was agreed that the Clerk should spend £100 on the purchase of new lights for the tree.
- **CPRE Meeting 10/11/15** – Cllr M Knight reported: The meeting included information on the Wyre Forest Consultation and reports from the 60 years of Green Belt Events that had taken place in October. It also included the discussion of interesting Planning Applications such as in relation to Agricultural Buildings and gaining planning permission to build there. Cllr M Knight suggested that taking applications to this meeting was something to consider for the future if the Council dealt with any such applications. The next meeting was to be 12/01/16.
It was agreed that the Clerk would scan and circulate a copy of the Green Belt leaflet Cllr M Knight had received from the evening.
- **CALC AGM 25/11/15** – The Clerk and Cllr O Sweeting had attended and in addition to that mentioned in the Chairman's Report (Minute 15/11-10) Cllr O Sweeting reported that a new authority had been constructed to collate complaints about the NHS. In addition, the stalls were interesting and some information had been collected for use in future meetings.

15/11-13 Finance

13.1 To receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment

The current financial situation, including comparison of budget to actual income and expenditure to date, was noted. Members discussed the accounts in relation to the Bonfire events including not advertising in the press for the following year due to the use of the banner on the Meadows and the advert in the Parish Newsletter. Also, new ways of providing light for the event.

The payments schedule for November, as below, was approved.

15/11-14 Opportunity for Members to provide comments as a Council for the BDC Consultation of Draft Sex Establishment Licensing Policy

Members had no comment to make.

15/11-15 To consider the possibility of a Community Event to mark the celebrations of the Queen's 90th Birthday in June 2016

It was agreed that this would be taken by Cllr O Sweeting to the Village Hall Committee and that the Parish Council would support the Community if this was something they wished to become involved in.

Following this Agenda Item Cllr M Ball informed the Council of concerns he had received from a parishioner regarding the current state of a garden on Barley Mow Lane. A conversation had taken place between Cllr M Ball and the resident whose garden was in question and it had been agreed that Cllr M Ball would review the situation in January.

It was agreed to add this as an Agenda Item for the next Full Parish Council meeting and that it may become a situation for the District Council/Environmental Health.

15/11-16 Items for the next meeting

Situation in relation to garden on Barley Mow Lane

15/11-17 Date, time and venue of next meetings

- Planning Committee – as and when required
- Environment and Highways Committee – 03/12/15
- Finance and Staffing Committee – It was decided to schedule this meeting for Tuesday 08/12/15
- Finance and Staffing Committee – 07/01/16 (to be discussed at the next Finance and Staffing Committee)
- Full Parish Council – 28/01/16

all meetings at Catshill Village Hall

This meeting ended at 21:31hrs.

Signed Date.....
Chairman of Catshill & North Marlbrook Parish Council

Minute no. 15/11-13.1

Excerpt from accounts day-book to show payments and receipts for November 2015:

