

Environment & Highways Committee

Thursday 3rd December 2015, 7.30pm

Catshill Village Hall, Golden Cross Lane, Catshill

Members Present: Cllrs M Shephard (Chair), G Blackmoor*, M Ball, O Sweeting (Ex Officio)

In Attendance: Clerk R Powell

1. Apologies for absence Cllrs S Webb and B McEldowney
*Cllr G Blackmoor had previously informed the Council of her expected late arrival and arrived at 19:54 during Agenda Item 7.3.
2. Declarations of Interest None
3. To consider members' written requests for dispensation None requested
4. Adjournment of meeting for Public Question Time Not required
5. To reconvene to consider approval of minutes of meeting held 10/09/2015

The minutes of the meeting 10/09/2015 were approved and signed

6. Clerk's report
 - 6.1 **Remit of the Lengthsman with regards to the cleaning of bus shelters and signs**
 - The Clerk had contacted the Lengthsman Scheme Manager, David Hunter, regarding the remit of the Lengthsman in relation to cleaning illuminated signs querying if it is excluded from the contract as it is a specialist job or if the Lengthsman could complete the work if he agreed. It had been established that as the sign in question on Golden Cross Lane is a Permanent Vehicle Activated Sign, this was indeed a specialist job and Mr Hunter would organise for it to be cleaned by his team. In relation to the bus shelters, it was deemed that keeping the cleaning of this with Mr Williamson was the best way forward and **it was agreed** that the Clerk should arrange for this to happen.
 - 6.2 **New Homes Bonus Community Grant** – The letter had been received confirming the allocation of £3,500 for the erection of a new bus shelter, however, the contents of the letter were confusing due to conflicting wording and the Clerk had requested clarification prior to returning the signed document. It had since been established that it was deemed that the bus shelter being erected by Bromsgrove District Council was the most cost effective way forward as this could happen for £3,500 being the sum of the grant in contrast to the slightly higher quote of £4,150 received from B&C Shelter Solutions. Once the letter was returned BDC would be in touch regarding installation. **It was agreed** that prior to the return of the signed document, the Clerk should enquire if the shelter to

be installed would be same as the one the Parish Council had previously approved.

7. To consider the following:

7.1 **Location of signs such as ‘no horse riding’, ‘no bikes’ etc within the village as per Full Parish Council 29/10/15** – Members deferred the discussion of additional notices to be erected near pathways in the village until the next meeting of Environment and Highways. Members discussed the situation at present in relation to the alleyway between Golden Cross Lane and Barley Mow Lane, including the fact that there is no Bye Law in place for this area meaning that ‘no horse riding’ signs cannot be erected. The Clerk informed Members that she had provisionally requested information as to how the Parish Council could proceed in requesting a Bye Law if they felt that was the correct route to follow. Members agreed that this would probably be a lengthy and costly process and would not be pursuing this. **It was agreed** that the Clerk should inform Worcester County Councillor Sheila Blagg to this effect in order for WCC to proceed with the removal and replacement of unstable posts near this alleyway and the installation of footpath signs.

7.2 **Agreement of funding to reseal the Parish Council Notice Board at Ivy Cottage** – It was agreed that the Clerk should proceed with the purchase of a seal for this notice board at an approximate cost of £60 plus labour, and organise installation. Members also discussed the Youth Notice Board that is located in the same area, particularly in relation to the lack of use of the board and the age and state of the notices inside. It is believed that the Parish Council cannot post on this board without permission. **It was agreed** that the Clerk investigate this process further and suggest that Youth provision in the area such as YMCA and Scouts may benefit from access to it.

7.3 **Parishioner request to erect posts along the grass verge on Golden Cross Lane along the slip road, as already positioned on the corner** - Cllr S Webb has advised that County Highways erected the original posts and that a suggestion has been made that the grass verge be timber framed or Grass creted, although there are no funds available at present and therefore had a possible cost implication for the Parish Council. Members were made aware that other households along the section would also need to give consent to have any works done in regards to this. Members discussed the situation, acknowledging that this was an ongoing issue. **It was agreed** that the Clerk would compile a letter to affected residents informing them that some neighbours had expressed concerns regarding parking and driving on the grass in order to collate their opinions on posts or timber framing being erected in the area. Cllr M Shephard agreed to distribute these letters.

*Cllr G Blackmoor arrived during this Agenda Item.

7.4 **Positioning of future bus stops within the village as per community response via the newsletter (one response received by the Clerk to date) and investigations completed as to current usage of bus shelters by Councillors as per minute 7.6 10/09/15** – Members discussed the rolling programme of bus shelter installation and the suggestions received from a Parishioner. It was felt that there was not sufficient space to erect a shelter at the initial proposed site of opposite Catshill First School. However, the second suggestion of the next stop up near the alley on Golden Cross Lane was more

suitable. It was agreed that this was a well used stop and there would be sufficient room to allow erection of the shelter. **It was agreed** that the Clerk should write to the parishioner with this effect, thank her for her input and inform her that this would be considered as the next position for a shelter in the rolling programme adopted by the Parish Council.

- 7.5 **Pursuing purchase of name signs for the Parish as per minute 7g of meeting 11/06/15** – Members had previously expressed an interest in replacing the name plate on Stourbridge Road, renewing and re-siting on bridge wall the Wildmoor Lane sign, with new sites including Stourbridge Road M5 end and both ends A38. It had been suggested these first five would be installed in phases. **It was agreed** the Clerk should proceed with contacting WCC to establish any need for permission before obtaining quotes in order to move this forward.
- 7.6 **Purchasing additional Parish Council Notice Boards for around the village** – Members discussed the need for additional boards, establishing that the lower area of the village would benefit from this. **It was agreed** that the Clerk would gain quotes for a notice board similar to that at Ivy Cottage Gardens and look into the possibility of siting it outside Chads Grove School on Parish Land.

8. As per Full Parish Council 29/10/15, to consider the commencement of the Emergency Plan
Members engaged in extensive discussion regarding the Emergency Plan, spending time noting details within the template that had been provided prior to the meeting. It was established that creating a skeleton plan would be the most beneficial for a village of Catshill size and that areas within the plan that were achievable included risks to the village, evacuation areas and a contact list. **It was agreed** that the Clerk would contact local utility services to establish whether they hold a list of vulnerable people and what circumstances would allow access to these, if at all. In addition, **it was agreed** that an article would be drawn up for the next Parish Council Newsletter in an attempt to gain involvement from local people and emphasise the need to support vulnerable people during the winter period.
9. Date, time and venue of the next meeting
10th March 2016 at 7:30pm at Catshill Village Hall Committee Room

This meeting ended at 20:47.
Agreed as a true record of the
meeting held 03/12/2015

.....
Chairman, Environment & Highways Committee
Catshill and North Marlbrook Parish Council