

Environment & Highways Committee

Thursday 15th June 2017, 7.30pm

Catshill Village Hall, Golden Cross Lane, Catshill

Members Present: Cllrs M Shephard (Chair), M Ball, G Blackmoor, P Masters, B McEldowney

In Attendance: Clerk R Powell

1. Apologies for absence Cllr O Sweeting and Cllr N Ward
2. Declarations of Interest Cllr M Shephard declared an interest in Agenda Item 8.1 relating to the TRO for Meadow Road and Woodbank Drive. When this Agenda Item was discussed, Cllr M Shephard left the room.
3. To consider members' written requests for dispensation None requested
4. Adjournment of meeting for Public Question Time No Members of the public were present
5. To reconvene to consider approval of minutes of meeting held 09/03/17

The minutes of the meeting 09/03/17 were approved and signed

6. Clerk's report, to include:

6.1 Progress with tackling Dog fouling

The Clerk reported that to date there has been an article in the newsletter with the correct number to call to report dog fouling, three additional dog bag dispensers had been delivered and would soon be erected by the Lengthsman and Cllr Sweeting had stickers to put on bins informing people that any bin can be used for dog waste. The template for spraying the floor with a message to deter people from leaving dog waste was currently in Redditch. Cllr S Webb would locate it but the spray would need to be purchased by the Parish Council. The bin that had been requested on Shelley Close fields, located near a cut through from Byron way, was being looked into dependent on the owner of the land. The BDC Litter picker has put a bag there for use at present

6.2 Speed surveys

The Clerk had contacted WCC Shirley Webb regarding the speed survey that was supposed to have been carried out on the Stourbridge Road. Cllr Webb had agreed to speak to Richard Clewer at Highways, but had also said that she would be carrying out some more surveys around the Parish in the next couple of months, depending on time, with the Safer Neighbourhood Team.

6.3 Parishioner correspondence in relation to issues on Acorn Road

It had been reported that the sign for 'Acorn Road' had been down for some time and that near number 12 Acorn Road, the shrubbery had grown to such an extent over the pavement that people were forced to walk in the road. The latter had been reported via the Clerk on the 'WCC Report It' website and had received a response that a letter had been sent to the land owner to cut it back and that this would be monitored. In relation the sign, BDC minor works team had erected it the day of the meeting.

6.4 Confirmation of Level of Public Liability Cover

At the previous meeting the Clerk had been tasked with ensuring that the level of Public Liability cover was over £5,000,000 as required by the Lengthsman Contract with WCC. The Clerk confirmed that the current level of cover was £10,000,000.

6.5 Renovation of bench at Ivy Cottage

The Clerk had agreement from the Parish Council Lengthsman to carry out this and any other additional jobs that need attention in the Parish. The Clerk was to purchase the materials and then the job would be completed.

During this item Members discussed a parishioner request for the bench on the A38 in Marlbrook to be replaced. Members considered its location and whether this was the best positioning for a bench.

It was agreed that the Clerk would contact Cllr Brian Cooper and establish if this was to be carried out.

6.6 Bus shelter paint for repair of shelter

Although the bus shelter company had said they could provide the paint for the repair of the bus shelter (£20+VAT+delivery), it could not be posted out as it was a restricted item. The Clerk had since sourced a website that would provide the correct colour paint in a kit of basecoat and clear gloss lacquer for £19.99.

It was agreed that the Clerk should purchase this kit.

6.7 Progress with 20mph speed limit application

Following the production of the newsletter which canvassed opinions of the Parish in relation to this application, there had been one response received. Although the resident was not averse to the application they did not feel it would work and had suggested the installation of signs that flash up the speed of the vehicle. The Clerk reported that this was already in consideration by Cllr Shirley Webb who was hoping to access funding to purchase one at the cost of £2500. She had however been advised that the upkeep was around £5000 a year and the Parish Council would need to take responsibility for it. The Clerk was assisting Cllr Webb by asking other Clerks how they maintained their units.

Now that the residents had been canvassed the Clerk had written a letter to be posted to all businesses that would be affected by the 20mph speed limit proposals for their support. Once these responses were received, the Clerk would go ahead with the application.

6.8 Communications regarding the suggested path at the Balance Pool area

The Clerk had contacted Cllr Helen Jones regarding the Parish Council's suggestion to create an official path where a natural one was occurring in this area and the fact that a further pack of trees was being ordered for planting, from the Woodland Trust Free Tree Programme.

Cllr Jones response showed concern about the additional trees being planted both due to location and as a community safety concern. The Clerk had replied showing a map of the area that had originally been received in relation to where we could and could not plant in the area due to the location of storm water sewer and foul water sewer pipes. No response had yet been received about the path but the Clerk was awaiting communication.

6.9 Baptist Church Garden

The Clerk had communicated with the gardener who was speaking to the nursery about the plants to be used along the edge of the area to hold back the soil. He had also offered to provide a quote for the removal of the tree stump in that location and the Clerk had agreed to this to be used as reference if the current approach was unsuccessful.

It had been confirmed by the Church secretary that there was an outside tap on the plans for Baptist Church and that he would ensure access for the Parish Council to enable them to maintain the garden more effectively.

Cllr Shepherd used this point in the meeting to request volunteers to assist with the watering of the newly planted Ivy Cottage Garden this year.

6.10 Bee Hive Close Land Registry Enquiry

The Clerk had been unsuccessful in finding out who owns the land using the normal land registry search. Advice had been received to apply for an Index Map search which helped when pieces of land are difficult to identify. It would cost £4 if no registered owners were found or less than five registered title numbers were revealed.

6.11 Communications with the Co-op regarding the implementation of a path on the car park

The Assistant Clerk had been dealing with this and was still awaiting a response. The Manager of the Co-op had been contacted and was also chasing a response on the Parish Council's behalf.

6.12 War Memorial Land Registry

This was still in progress.

6.13 BDC and WCC Communications – TRO, Disabled Parking Space, cut back of trees

The Clerk had asked about the TRO that it was thought was to be implemented on the corner of Stourbridge Road and Meadow Road. This was incorrect and the actual positioning would be between the Social Club and going around the bend towards the school. It was in process and the notices would be issued shortly.

The Clerk had queried who could use a disabled parking space, whether it was allocated to a certain house and how these are removed once they are no longer needed. It was reported that under current policy the space can be used by any blue badge holder.

Once made aware that the space is no longer required by the original applicant then a new Traffic Regulation Order would be required to remove the markings. It currently takes approximately 6 months assuming there are no objections at advertisement stage.

Cllr Webb had advised that she had had the trees cut back at Blake Road Catshill. She was in the process of finding out who the land belonged to but it was thought it could be BDHT.

7. To consider the original and alternative quotes obtained for the Parish Council Notice Board to be located by the Social Club on Meadow Road. To agree the purchase and expenditure for installation (documents circulated)

Members discussed the information provided. It was unclear about the specifications of one of the Notice Boards. It was suggested that as the Clerk was to use the board, the final decision should lie with her.

It was agreed to defer the decision relating to the notice board until further information could be gained regarding the StormGuard version.

8. To consider any relevant responses to the following proposals – closing date 16th June (Documents circulated)

8.1 Meadow Road and Wood Bank Drive – Proposed Prohibition of Waiting at Any Time Order

At this point in the meeting, Cllr M Shephard left the room as he had declared an interest in this item. Cllr P Masters chaired this item of the meeting.

Members discussed the proposal and the Clerk informed them of responses received by other Councillors.

It was agreed that the proposal for the Prohibition of Waiting at Any Time Order should go ahead.

Cllr M Shephard returned to Chair the meeting at this point.

8.2 Proposal to convert two existing bus stops to Bus Stop Clearways by means of the installation of enforceable signs and markings.

Members discussed the proposal.

It was agreed to support the proposal as a good idea

9. To agree the quote provided for planting of the Ivy Cottage Garden raised bed. In addition, to consider how to progress with this garden in the future. (document circulated)

Members discussed the quote. It was noted that it was a little higher than last year but was reasonable as it included 750 quite established plants.

Members discussed other ways of making the bed more presentable out of season. It was suggested that it be added to the gardener's contract to clear the bed once the flowers had gone over. The Clerk mentioned the sleepers and if they were in need of maintenance but it was established that these would not rot and were supposed to be the silver colour they were at present. It was also noted that at the back of the bed near the notice board in this area it appeared to have gone mossy and could maybe benefit from an additional plant. Cllr Shephard would look at the area.

It was agreed to accept the quote for planting the Ivy Cottage Garden and ask for it to be attended as soon as possible.

10. To agree the finalisation of stone purchase for each of the Parish Gardens

It had previously been agreed to use Rusticstone.net for the purchase. The Clerk showed Members the suggested Natural stone to be secured with steel rods into the ground. It was discussed that the stone should show the name of the garden and possibly the Parish Council Logo.

Members discussed the name of the gardens.

It was agreed to confirm the name of the garden at the Dock at the Full Parish Council

It was agreed that the Clerk would bring some designs to the Full Parish Council for approval.

11. To consider how to progress with suggested planting of additional trees in the Balance Pool area as they are now due for order.

The Clerk informed Members that Cllr Jones had some concerns about the planting as per Agenda Item 6.8. Members felt that as soon as a response was received the trees should be ordered. Cllr Shepherd had a group of people willing to come and assist with the planting.

12. To discuss the installation of the next bus shelter including possible location

Members discussed suggestions for bus stops and the fact that the Parish Council are looking at putting shelters where there are not currently any, rather than replacing them. It was noted that some of the current bus shelters were in need of maintenance and cleaning and this should be the responsibility of the owners.

It was agreed that the Clerk should contact BDC regarding the cleaning and maintenance of bus stops in the area.

It was agreed to defer this item to the next meeting of Environment and Highways.

13. To obtain an update on progress with the Emergency Plan and discussion as to a way forward (Cllr M Shepherd)

It was noted that this document was still a work in progress, but in light of recent events in the news, the need for an Emergency Plan was evident.

It was agreed to defer this item to the next meeting of Environment and Highways

14. Date, time and venue of the next meeting

7th September 2017 at 19:30hrs in Catshill Village Hall Committee Room

This meeting ended at 21.28 hrs.

Agreed as a true record of the meeting held 15/06/17

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