

**MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Monday 6 July 2009  
at Chaddesley Corbett Village Hall  
at 7.25 p.m.**



Present: Chairman, Cllr J Swift, S Williams, M Bird, Mrs J Fox, G Vernon, Mrs P Pardoe, M Walford, R Pugh, K Bartlett, L Stockford, D Thomas, Clerk Mrs Y Scriven. Members of the public also attended.

**POLICE AND NEIGHBOURHOOD WATCH**

Sergeant Nadine Pearce and Melvyn Clarke (Neighbourhood Watch Co-ordinator) attended the meeting following the resignation of Malcolm Inchley as the local co-ordinator. Leaflets had been sent out by CSO Kate Easthope asking for volunteers to receive Police Alerts, and it was agreed that a meeting would take place with the Chairman and Clerk to discuss the future administration of the Scheme in our Parish.

1. **APOLOGIES:** None

2. **DECLARATIONS OF INTEREST:** Cllr S Williams – Personal/Prejudicial Interest in respect of Items 14 (Allotments)

The meeting was adjourned for Public Question Time but no matters were raised.

3. **MINUTES OF A MEETING** held on 1 June 2009 were approved and signed by the Chairman. The Minutes of the Planning Meeting held on 1 June 2009 were formally accepted.

4. **PROGRESS REPORTS**

4.1 **Harvington – Conservation Sign** – Discussions with Harvington Hall would take place in the autumn. **Harvington Hall Lane** – Recent correspondence from resident indicated that action was being taken to protect property, which had resulted in incidents with members of the public. Overgrown hedges were also restricting width of the lane. Heavy Goods Vehicles restriction notices should be placed shortly. Without support from Highways and the Police, the Parish Council were unable to progress this matter further at this time.

4.2 **Power of Well Being Training:** Two more Councillors needed to attend a training session before this power could be adopted. The Clerk would submit the CiLCA supplement as soon as possible.

4.3 **Consultation on Possible Changes to the Administration of Concessionary Travel** – Cllr D Thomas had studied the document and produced a response to the consultation, which would transfer the responsibility from the District to the County Council.

4.4 **War Memorial:** Some remedial work is required – awaiting details.

4.5 **West Midlands Regional Business Crime Forum** – No response from police at present.

4.6 **Affordable Housing:** A provisional meeting had been arranged for Thursday 23 July 2009.

4.7 **Proposed Car Park:** No further progress had been made – awaiting response from Henry VII Trust and Wyre Forest District Council. Decision on new school would further delay the project. A traffic survey would be required.

- 4.8 **Watercourse Officer** – Phil Smith from the District Council had left and his position was being advertised. Winterfold Pools had not been resolved and would have to be referred to the new officer when appointed.
- 4.9 **Footpaths Warden** – Letter of appreciation received from Sandi Holding.
- 4.10 **Grass Verges** – Poor quality of rural grass cutting had been taken up with Highways and Cllr S Clee.
- 4.11 **Warmer Worcestershire:** Heat loss map available to residents to check out the energy efficiency of their homes: via [www.warmerworcestershire.com](http://www.warmerworcestershire.com)
5. **CONSULTATION DOCUMENTS/MEETINGS**
- 5.1 **West Midlands Regional Spatial Strategy – Phase Three Revisions** – Final Project Plan – Consultation – Cllrs J Swift and M Bird to review.
- 5.2 **Wyre Forest District Council – Off Street Parking Place (Consolidation) Order 2009**  
Available at [www.wyreforestdc.gov.uk](http://www.wyreforestdc.gov.uk). Relates to Horsefair, Kidderminster. A report had been received from the Friends of the Village Association and was noted.
- 5.3 **Worcestershire County Council – Temporary 30mph speed limit A448 Bromsgrove Road** - from its junction with C2014 Curslow Lane to its junction with U13627 Harbash Lane – Water main renewal.
- 5.4 **Wyre Forest District Council – Local Development Framework** - Option 6.1 Potential Residential Locations Our reference: SALIO466 - Event: 2. Site Allocations and Policies Issues and Options Paper (January 2009) – Now available on [www.wyreforestdc.gov.uk](http://www.wyreforestdc.gov.uk)
6. **CHADDESLEY CORBETT VILLAGE HALL**  
The Village Hall accounts for the year ended December 2008 had been submitted and were noted. A request had been received for funding towards the cost of modifications to the heating system. It was decided after a vote that the Parish Council could not approve a donation towards this project at this time.
7. **PROJECTOR/MICROPHONE SYSTEM – Village Hall**  
The Village Hall Committee considered that a microphone system was not necessary and a projector mounted from the roof would not be practical. No decision was therefore taken.
8. **NEW PARISH COUNCIL WEBSITE**  
Cllr L Stockford gave a demonstration of the layout, which was approved. The programme would be completed as soon as possible and in the meantime the Parish Council would continue keeping the present web-site up to date.
9. **ANNUAL REPORT**  
A draft had been circulated and would be sent to the printers within the next 2/3 days. Distribution to each household would be by post during week commence 13 July 2009.
10. **FOLD LANE**  
Following a request for a donation towards cost of resurfacing Fold Lane, advice had been taken from Highways and Worcestershire Association of Local Councils. Following a vote, the Parish Council did not consider that it would be appropriate for them to make a donation.
11. **TRUSTEES**  
The Clerk had sought advice from the Charities Commission as to the duties of Trustees appointed by the Parish Council to outside bodies. The advice received was that when funding was discussed, the Cllr (or Clerk) should declare an interest and not take part in the discussion.

## 12. CHAIRMAN'S REPORT

12.1 **Neighbourhood Watch** – Malcolm Inchley had resigned as Parish Co-ordinator following action taken by the Police.

12.2 **New School** – Discussions had taken place with David Mills and Tim Parker.

12.3 **Web Site** – Harry Grove had sent a letter commending the Parish Council's decision to update the website and offering his co-operation during the change over.

12.4 **Building Schools for the Future** – Attended a meeting at the District Council – did not specifically deal with Chaddesley Corbett proposed school.

12.5 **Affordable Housing** – Meeting arranged with District Coordinator.

12.6 **Photocopier** – It was possible that the photocopier would be removed from the village shop when it changed hands. It was agreed to investigate the cost of a small copier for the clerk.

12.7 **Parish Plan** - Diane Dolley had submitted a discussion paper in respect of outstanding issues relating to the Parish Plan. A Working Group meeting had been arranged for August to decide on how to progress these suggestions.

## 13. REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES

13.1 **Wyre Forest Community Housing** – Cllr G Vernon reported on attendance at a meeting. The Village Hall could consider an application for funding towards modifications to the heating system.

13.2 **Wyre Forest Area Association of Local Councils:** Cllrs M Walford and R Pugh attended a meeting on 11 June. Parish Councils could suggest topics for next Parish and Town Council meeting. Maggie Bryan, Community Engagement Officer, Worcestershire County Council offered to talk to the Parish Council, and it was decided to take up this offer. 12% of Worcestershire Parish Councils had now gained Quality Status. Feedback on the Independent Members' Forum of Wyre Forest District Council Ethics and Standards Committee was discussed. Next Meeting 2 September – The Oaks, Harvington.

## 14. ALLOTMENTS

14.1 One tenant had still not paid rent, otherwise allotments full.

14.2 **Community Orchard:** Grass needs cutting to prevent spread of weeds. Clerk was delegated authority to obtain prices and commission work.

## 15. BURIAL GROUND

15.1 **Plot D52 (M and R A Doherty)** – Annual inspection revealed this plot needed underpinning at a cost of £125. As no relatives had been located it was agreed that the work should be carried out at Parish Council expense.

15.2 A draft letter to relatives whose plots breach the rules was agreed. Some plots were not tended and needed levelling and grassing. The clerk was given delegated authority to proceed with this work.

15.3 **SLCC – Training Course** – A training course on Cemetery Management would be held in Dudley on 22 July. It was agreed the Clerk should attend at a cost of £95.00. A bursary might be obtained from CALC to cover 50% of this cost.

## 16. LENGTHSMAN SCHEME AND HIGHWAYS

Cllr G Vernon reported that routine maintenance work had been carried out at Tanwood Lane, Woodrow Lane, Drayton Road and the A448. The clerk should provide budget

monitoring details. No response as yet to request to Cllr Stephen Clee for a joint meeting regarding drainage work.

Extensive potholes in Barrow Hill Lane needed urgent attention.

**17. FINANCIAL REPORT**

A schedule of payments and receipts had been circulated and was approved.

**Payments**

|                                   |                              | Amount<br>£    | VAT<br>£     | Total<br>£     |
|-----------------------------------|------------------------------|----------------|--------------|----------------|
| W Waldron                         | Lengthsman Scheme            | 264.00         |              | 264.00         |
| CC Village Hall                   | Room Hire                    | 56.00          |              | 56.00          |
| BT                                | Broadband and telephone      | 74.04          | 10.43        | 84.47          |
| Y L Scriven                       | Clerk's Net Salary (Qtr)     | 1269.19        |              | 1269.19        |
| H M Revenue & Customs             | PAYE Qtr less £100 incentive | 237.02         |              | 237.02         |
| M C Walker                        | Repairs to benches           | 90.00          |              | 90.00          |
| Lickey & Blackwell Parish Council | Training Session             | 10.00          |              | 10.00          |
| Winterfold Holdings               | Parish Footpaths             | 220.00         | 33.00        | 253.00         |
| D Robbins                         | Burial Ground                | 368.50         |              | 368.50         |
|                                   |                              | <u>2588.75</u> | <u>43.43</u> | <u>2632.18</u> |

**Receipts**

|                               |                         |                |  |                |
|-------------------------------|-------------------------|----------------|--|----------------|
| Worcestershire County Council | Lengthsman Scheme       | 572.00         |  | 572.00         |
| Worcestershire County Council | Parish Footpaths Scheme | 605.00         |  | 605.00         |
| Monument Fees                 | And Exclusive Rights    | 605.00         |  | 605.00         |
| Allotment Rents               |                         | 20.00          |  | 20.00          |
|                               |                         | <u>1797.00</u> |  | <u>1797.00</u> |

A bank reconciliation and bank statements were submitted for the quarter April-June 2009 and were approved.

**18. ITEMS FOR NEXT MEETING:** Date of next meeting Monday 7 September 2009.