

**MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Monday 7 February 2011  
at Chaddesley Corbett Village Hall  
at 7.25 p.m.**



Present: Chairman – Cllr J Swift, R Pugh, D Thomas, K Bartlett, G Vernon, Mrs P Pardoe, M Walford, Mrs J Fox

In attendance: District Councillor Mr S Williams and Clerk Mrs Y Scriven. A Member of the public.

1. **APOLOGIES:** Cllrs B Green, W Mack, L Stockford
2. **DECLARATIONS OF INTEREST:** 5.4: Cllrs Mrs J Fox, M Walford 5.10 Cllr Mrs P Pardoe

The meeting was adjourned for Public Question Time.

The meeting re-opened.

3. **MINUTES:**
  - a) Minutes of Meeting held on 4 January 2011 were approved and signed by the Chairman.
  - b) Minutes of the Planning Committee meeting held on 4 January 2011 were accepted.
4. **CHAIRMAN'S REPORT**
  - 4.1 A Chairmans' meeting had been held with Wyre Forest District Chairman on 19 January when affordable housing, travellers, Localism Bill and Polling stations had been discussed. The contact for assistance or advice regarding travellers is Mark Woodward on 01905 766721, or Central Control 01562 850053 out of hours. The closure of some polling stations was agreed and the use of postal votes for those who could not visit the appointed polling station.
  - 4.2 A meeting with Highways had taken place concerning speeding problems on the A448. A full review of speed restrictions would be undertaken with recommendations being made for full consultation. A new initiative by West Mercia Police to allow Community Speed Enforcement Schemes was noted.
  - 4.3 The Chairman had agreed to assist Worcestershire CALC with the periodical preparation of weekly update reports and to identify Councils with areas of specialism who could be called upon to assist CALC from time to time in the interpretation of reports.
5. **CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION**
  - 5.1 **Parish Plan Steering Group:** A report had been received from the Steering Group and was noted. It was felt unnecessary to update the original Plan but a list of potential actions which were still outstanding were identified. The Council noted the report with thanks and appreciated the work of the Committee. It was decided to organise a dog litter action day.
  - 5.2 **Highway Issues**
    - 5.2.1 **Vehicle Activated Signs:** It was felt that this had been successful and should be repeated.
    - 5.2.2 **Harvington Hall Lane:** A report had been received from Highways regarding bollards and hedges which was noted. It was felt that the bollards infringed the road, thereby reducing the width, and should be removed.
  - 5.3 **The Localism Bill:** Deferred. It was noted that Grant Aid by the District Council to Parish Councils would continue this year, but at a reduced level. Pending further information on the Localism Bill, the current ethics regime will continue.

- 5.4 **Benches for Community Orchard:** A proposal had been made to initially fund the purchase of six benches for the community orchard and to allow residents to purchase a bench and erect a commemorative plaque. Three requests had already been received. The proposal was agreed.
- 5.5 **Consultation on Affordable Housing**  
A report had been received from Wyre Forest Community Housing following the consultation on a proposed development at the Green, Chaddesley Corbett. The proposals had generally been well received and investigations to find alternative parking for residents using the existing garages were ongoing.
- 5.6 **Severn Trent Water – Proposed Relocation of Bus Shelter at Harvington**  
Deferred to next meeting, pending further information.
- 5.7 **Lengthsman Scheme**  
Routine maintenance had continued with siding out footways, clearing leaves and silt from carriageways and gully tops at Barrowfield Lane, Briar Hill, The Holloway and the A448 at Brockencote. Several ditching problems had been identified in Drayton Road, Dobes Lane, Woodrow and the A448 some of which would require a JCB and some could be done by the Lengthsman. The Clerk was asked to obtain a quotation for this work for approval at the next meeting.
- 5.8 **Burial Register:** The Parish Council approved the purchase of a BUR6 Burial Register at a cost of £170.00 plus VAT.
- 5.9 **Trustee – Margaret Delabere Almshouse Charity:** - The Parish Council agreed to nominate Mr Andrew Page as Trustee for a further term of 3 years.
- 5.10 **Village Hall** – A price increase for the hire of rooms at the village hall was accepted.
- 5.11 **Proposal to move 20 mph School Speed Restriction Signs:** Revised locations had been agreed, and although there had been an objection from one resident, the Parish Council considered the location on Briar Hill to have the least impact on the village and the Conservation Area.
- 5.12 **Community Orchard**
- 5.12.1 It was agreed that the Management Committee could assist Worcestershire Biological Records Centre with a Heritage Lottery Fund, using the Community Orchard as a case study.
- 5.12.2 The Official Opening of the Community Orchard was confirmed as Saturday 3 September 2011 at 2.00 p.m. Morris dancers had been booked and it was agreed that the Parish Council would pay the fee of £75.00.
6. **DATES FOR MEETINGS**
- 6.1 SLCC Clerks' Luncheon – Cancelled
- 6.2 Community Emergency Plan – Wednesday 9 February 2011 at 6.00 Earl Baldwin Suite, Kidderminster – Cllr J Swift and Clerk to attend.
- 6.3 Transforming Community Services – NHS Trusts – Wednesday 9 February 10.00-12.00 noon, Kidderminster Town Hall – Cllr J Swift to attend.
- 6.4 Worcestershire Parish Conference – Tuesday 12 April 2011 – Cllrs J Swift, M Walford, R Pugh and the Clerk to attend.
- 6.5 Joint Parish Forum/Wyre Forest Area CALC Meeting: Wednesday 13 April 2011. Kidderminster.

## 7. TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES

- 7.1 **Police:** Further reports of mini-motor bike being driven around the village.
- 7.2 **Community Housing Group:** Cllr G Vernon reported on attendance at a TCC meeting at which he made contact with two representatives of Wyre Forest Community Housing who might be able to assist with funding for various projects. Letters would be prepared and sent to them asking for assistance with notice boards, benches, conifer trees etc. Cllr Vernon to arrange a site meeting regarding the trees in the Holloway with Mr Mark Taylor, Surveyor.
- 7.3 **Village Hall:** Cllr Mrs P Pardoe reported on last meeting where draft accounts were presented showing a small surplus before depreciation. There had been a number of problems since Christmas with the boiler and leaking roof, all of which had been fixed.

## 8. CONSULTATION DOCUMENTS

- 8.1 **Subsidised Public Transport and Home to School Transport Services:** Proposals to discontinue some bus services, including the X33 through Harvington and Chaddesley Corbett were open for consultation. Questionnaires available to all members of the public and copies could be obtained from the Clerk. Cllr J Swift would complete a response on behalf of the Parish Council.

## 9. CLERK'S REPORT ON ITEMS OF CORRESPONDENCE FOR INFORMATION ONLY

- 9.1 Conifer Trees – The Holloway: Awaiting further response from Arboricultural Officer who was negotiating with Community Housing to have the trees cut back to a regulation height of 30ft.
- 9.2 The closure of footpath during Point to Point meetings had been reported to Worcestershire County Council.
- 9.3 Community Payback Scheme – The Holloway needed some maintenance work and it was agreed to put this forward as a suitable project. Ownership of the land was unknown and it would be necessary to remove debris from site. Clerk to investigate further.
- 9.4 January Newsletter – there had been a complaints about the size of print, which was noted.
- 9.5 An allegation of a possible infringement of planning regulations had been forwarded to the Planning Department for action.
- 9.6 A contribution of £690 had been received from Wyre Forest District Council towards the cost of maintenance of the burial ground.
- 9.7 There would be no grant for the allotment site.
- 9.8 The Parish Precept for the forthcoming year had been maintained at the same level as last year.
- 9.9 Cleaning of bus shelters – This would be undertaken by the Lengthsman as required.
- 9.10 Community Transport Helpline – Public Meeting Rock Village Hall 18 March at 1.30 to 2.00 p.m. Cllr D Thomas to attend.

## 10. FINANCIAL REPORT

- 10.1 **Monthly Bank Reconciliation:** Had been circulated and was approved. It was noted that transfers from the deposit account at Lloyds Bank would be required over the next two months to cover expenditure.
- 10.2 It was agreed that Diane Malley would be appointed as Internal Auditor for this year.
- 10.3 The Clerk presented a schedule of payments and receipts which was approved.

## Payments

		Amount £	VAT £	Total £
W Waldron	Lengthsman Scheme	258.00		258.00
CC Village Hall	January	39.00		39.00
Y L Scriven	BT Line Rental, calls, broadband	82.58	15.15	97.73
Dudley Print	Printing, enveloping, postage, newsletter and youth leaflet	739.50		739.50
Wyre Forest District Council	Chairman's Charity	25.00		25.00
JPB	Photocopies, toners, paper, stationery, etc April-December	128.61	25.72	154.33
Shaws	BUR6 Burial Book	170.00	34.00	204.00
Kedel	Purchase and installation benches	1,922.53	384.51	2,307.04
		<u>3,365.22</u>	<u>459.38</u>	<u>3,824.60</u>

## Receipts

Wyre Forest District Council	S136 Grant Burial Ground	690.00		690.00
Worcestershire CC	Lengthsman Scheme	810.00		810.00
Burial	D7 – Fee and Exclusive Rights	555.00		555.00
Allotment Rents	Part	276.00		276.00
		<u>2,331.00</u>		<u>2,331.00</u>

### 11. NEW ISSUES and ITEMS FOR NEXT MEETING:

Date of next Meeting **Monday 7 March 2011**

The meeting closed at 9.20 p.m.