

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 18th July 2016

PRESENT:

Councillors:

Cllr Mr R Deeming (Chair)
Cllr Mrs J Fay (Vice Chair)
Cllr Mr R Westbury
Cllr Mr K Duncan

Clerk to the Parish Council:

Andrew Billau (AB)

Invited:

Rev Sheri Gidney (Assistant Curate, St Michael's Church)

Apologies:

Cllr Mrs J Webb

Not in Attendance:

Cllr J McQuaid

Agenda Item	Discussion and Decisions	Action
055/16	Apologies Apologies were received from Cllr Webb and were accepted. Cllr McQuaid did not attend, no apologies were received	
056/16	Declaration of Interests Register of Interests: <ul style="list-style-type: none">• Councillors are reminded of the need to update their register of interests.• To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.• To declare any Other Disclosable Interests in items on the agenda and their nature.• Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.• To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.• Interests were recorded in the Register	
057/16	Dispensations There were no applications for dispensations received.	
058/16	Public Forum Rev Sheri Gidney (new assistant curate at St Michael's Church) attended as an observer, she introduced herself to Councillors and explained her role in Cofton Hackett and Barnt Green. There were no members of the public in attendance.	

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059/16	Reports from Outside Bodies / County Councillor There was nothing to report.	
060/16 060.1/16 060.2/16	Previous Minutes The clerk reported that there had been no progress on identifying ownership of the stretch of the Stocken requiring improvement, Councillors suggested contacting the County Councillor or the Land Registry. The minutes of the Meeting of the Council dated 16 th May 2016 were agreed as a correct record, proposed by Cllr Duncan and seconded by Cllr Westbury with all in favour.	Clerk
061/16 061.1/16 061.2/16 061.3/16 061.4/16 061.5/16	Chairman's Report Cllr Deeming reported that Bromsgrove District Council does not currently have a leader which he expected to be resolved on Wednesday 20 th July. Cllr Deeming reported that the new homes bonus was again available and that Councillors should consider suggestions for application. There is still money available to purchase the planters agreed previously. Cllr Deeming reported a flood at the entrance to the new development with water not getting away, he has spoken with St Modwen who have promised to investigate. The Run for Life event had taken place involving 3000 cars, Cllr Deeming reported that car parking had been handled superbly with all cars properly parked, the event had been successful raising a lot of money and he was really pleased. Police have reported a spate of mobile phone thefts in Lickey Road and residents need to be aware.	All
062/16 062.1/16	Community Services Cllr Deeming raised the subject of the residents' Xmas Party and asked if Councillors wished to hold the party again this year. Cllr Duncan proposed that it should be held again with Cllr Fay seconding, all were in agreement. Councillors discussed responsibilities for organising the party and agreed preparations could start straight away, Cllr Fay to contact Sandra Startin for contact details. Clerk to include on the agenda for the next meeting and include an article in the newsletter nearer Xmas.	Cllr Fay Clerk
063/16 063.1/16 063.2/16 063.3/16 063.4/16	Communications Cllr Westbury reported that the newsletter is being collated with all articles now received. Rev Gidney volunteered to help deliver newsletters on the new development. Depending on timing of printing the free guided walk article may need to be removed but should be included on the website in any case. The clerk reported that he has started work on the website and all Minutes are now included, work will continue during the summer. Cllr Westbury asked that the photographs of councillors are included on the website. Councillors briefly discussed the use of Social Media for communication purposes. In the absence of Cllr Webb, there was no update on the new noticeboard for Groveley Lane. Councillors discussed the request from Rev. Fieldson to install a noticeboard on the new development at Cofton Fields, Cllr Duncan suggested waiting until the new village hall has been built, Councillors agreed to wait until then.	Clerk Clerk
064/16 064.1/16	Highways and Bridges Cllr Fay reported that the new lengthsman has been busy and Councillors are pleased with the work he has been doing. He has cleaned the railings on Groveley Lane, cleared bus stop laybys	

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064.2/16 064.3/16	and has started a programme to clean all signs. Councillors discussed the lack of progress on the crossing on Groveley Lane, with £170k lodged for the work, Cllr Duncan suggested an official, firmly worded letter be written to the County Council requesting an implementation date, with a copy to the leader of the County Council. Cllr Fay reported she had been unable to contact the electrical contractor regarding street lighting issues in recent weeks, Councillors suggested that a new contractor should be sought if attempts to contact him continue to fail. Cllr Deeming said he would investigate issues.	Clerk Cllr Deeming
065/16 065.1/16 065.2/16 065.3/16 065.4/16	Environment Councillors discussed the Tesco Bags of Help grant and heard that applications open again in September. Cllr Fay reported that the condition of the Bilberry Centre building is causing concern and that it needs cleaning and painting. It is believed that the building is owned by Cadbury, Cllr Fay said she would contact the Boys' club to discuss. The clerk reported that he had engaged Bromsgrove District Council to cut the grass at Myhill field and collect the cuttings on a regular basis. He said the cutting of the grass on Rose Hill Island was being considered by BDC but there are safety issues when carrying out this work which need to be resolved. The clerk reported that allotment rental renewal payments had all now been received.	Cllr Fay
066/16 066.1/16 066.2/16 066.3/16 066.4/16 066.5/16 066.6/16	Planning Cllr Duncan reported that planning application 16/0604, for Proposed Lawful Development at 4 Cofton Church Lane had now been approved by the District Council. There is no decision yet on application 16/0427 at 40 Ashmead Drive. Cllr Duncan declared a potential interest in application 16/0664, an extension at 22 Ashmead Drive. Councillors agreed that the extension would be an improvement and raised no objections. Application 16/0559, 33 Reservoir Road has been granted. Application 16/0372, 38 Reservoir Road still needs to be considered with a response due by 4 th August. Cllr Duncan reported that there had been several meetings with the Village Hall working group and there is now an acceptable design. The location is not quite where it was wanted but there will be a larger car parking area. St Modwen are proposing an outline planning application for the whole of the site but with a detailed application for the Village Hall. Cllr Duncan reported that it is hoped a public meeting will be held soon. Councillors discussed the construction methods of the new Village Hall and also the future of the current Village Hall, clerk to include on the agenda of the next meeting.	Clerk
067/16 067.1/16 067.2/16	Finance and General Purposes Cllr Duncan reported that there had been an offer to continue with maintenance of the access to the Old Sewage Works allotments but that new machinery was required. Councillors discussed options for purchase or reconditioning and agreed any machinery purchased should remain the property of the Parish Council. Cllr Duncan agreed to meet with the resident involved to discuss. Councillors discussed the request for £20 to reimburse petrol used for cutting back vegetation	Cllr Duncan

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067.3/16	on Groveley Lane and agreed the request was excessive. It was agreed to wait for a further request and submission of an invoice for petrol used.																								
067.4/16	The clerk reported that a request had been received from Rev Fieldson for a donation from the Parish Council towards the upkeep of St Michael's churchyard, Councillors discussed and considered the amount of donation made in previous years. It was proposed by Cllr Deeming and seconded by Cllr Duncan that a sum of £500 be donated, all were in favour.																								
067.5/16	Cllr Deeming noted that the money for the new planters was outstanding and agreed to chase so that planters could be ordered.																								
067.6/16	The clerk reported that the Annual Accounting statement has been submitted to the external auditor and an internal audit completed with feedback awaited, it is expected there will be no major issues.	Cllr Deeming																							
067.7/16	The clerk reported that the VAT repayment claim of £2,300 had now been paid by HMRC.																								
067.8/16	The clerk reported that the Parish Council is required to deduct tax from the clerk's salary and make payment to HMRC. This month's clerk's salary will exclude tax payable for the 4 months of his employment and a cheque raised payable to HMRC.																								
067.8/16	<p>It was agreed by all to pay the following bills:</p> <table border="1" data-bbox="288 869 1342 1223"> <tbody> <tr> <td>John Sadler</td> <td>Allotment Shed Materials</td> <td>£23.00</td> </tr> <tr> <td>Proper Agency</td> <td>Website June 2016</td> <td>£30.00</td> </tr> <tr> <td>Campaign to Protect Rural England</td> <td>Membership 2016</td> <td>£36.00</td> </tr> <tr> <td>Cofton Church</td> <td>Donation for Churchyard Maintenance</td> <td>£500.00</td> </tr> <tr> <td>Nigel Williamson</td> <td>Lengthsman Duties</td> <td>£263.40</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary June / July (4 months tax deducted)</td> <td>£34.44</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment April - July 2016</td> <td>£309.96</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Expenses June / July 2016</td> <td>£155.29</td> </tr> </tbody> </table>		John Sadler	Allotment Shed Materials	£23.00	Proper Agency	Website June 2016	£30.00	Campaign to Protect Rural England	Membership 2016	£36.00	Cofton Church	Donation for Churchyard Maintenance	£500.00	Nigel Williamson	Lengthsman Duties	£263.40	Andrew Billau (Clerk)	Salary June / July (4 months tax deducted)	£34.44	HMRC	Tax Payment April - July 2016	£309.96	Andrew Billau (Clerk)	Expenses June / July 2016
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067.9/16	Cllr Deeming requested that an agenda item be added to the next meeting to discuss loan / grant to Neighbourhood Plan Group for expenses.																								
067.10/16	The meeting ended at 9.15pm.	Clerk																							
068/16	<p>Date of Next Meeting</p> <p>Next Parish Council meeting was agreed as Monday 19th September 2016 at 7.30pm.</p>																								