

COFTON HACKETT PARISH COUNCIL.

Minutes of the Meeting of the Parish Council held on Monday 18th May 2015

<u>PRESENT:</u>	Councillors	Mr K Duncan Mrs J Webb Mrs J Fay Mr J McQuaid Mrs Startin Mr R Westbury
	Clerk	Becky Howes

157/15 APOLOGIES

Apologies from County Cllr MacDonald and Cllr Deeming.

158/15 DECLARATIONS OF INTEREST

- Register of Interests: 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
- Reports by outside bodies:- none
- Public Attendance:- Three members of the public attended, Carol Barrett, John Sadler and Audrey Court to discuss concerns over the proposed Myhill Play Area improvements. The Clerk accepted hand delivered, signed detailed minutes (previously emailed to the Parish Council unsigned) following a recent meeting with residents, a number of Parish Councillors and a representative from the equipment supplier. Cllr Fay began by stating that there was no intention from the Parish Council to cause upset and that it was only looking to make improvements to the play area. Cllr Fay confirmed that historically the Parish Council had been aware of problems at the site caused by older children and at the time had removed articles to reduce the attraction to the area. Ms Barrett gave a synopsis of the general feelings of residents directly surrounding the area, stressing that better maintenance would be of more benefit rather than spending money on new equipment. Ms Barrett stated that residents do experience some antisocial behaviour and improvements would encourage youths back to the site, at a time where there is less Policing. A discussion ensued regarding potential users of the play area, Cllr Webb confirmed that although the new estate has planning for a play area new residents do and continue to use the Myhill site. Cllr McQuaid stressed that the new play area will not be functional for at least another 18 months. A request was made by Mr Sadler to cut the bank down and generally tidy the area up, clearing weeds, mend the gate etc., all of which was noted. The Clerk was requested to obtain a quote from

the current maintenance contractor for additional tidy, cut and weeding. Cllr Webb stressed that the new equipment is purposely designed for under 8's and would not cause much of an attraction to older children. She also confirmed that improvements and repairs which had been identified in the latest RoSPA inspection are also scheduled to be carried out, including replacing swing seats. Ms Barrett agreed that repairs were required and requested replacing the swings with an anti-wrap system and requested that the layout be reconsidered, suggesting the Parish Council look to replace and update what's there only and incorporating a buffer zone. Cllr Westbury stated that the new equipment offered something more challenging for under 8's. It was agreed that individually Parish Councillors would visit the site to review the area and to discuss plans with users present, including the children. Cllr Fay confirmed that the Parish Council would discuss these findings at their next meeting and would offer another meeting to residents to discuss how to progress.

Mr Sadler went on to discuss an email previously sent to the Parish Council requesting advice and assistance to purchase new allotment maintenance equipment. It was agreed that Mr Sadler should obtain specific quotes for replacement equipment to be forwarded to the Clerk for discussion and approval at a future meeting.

Cllr Fay concluded the Public Forum and thanked the residents for their attendance.

159/15 MINUTES

159/15.1 It was agreed that Vice Chairperson Cllr Fay would Chair the meeting. Minutes of the Meeting of Council dated April 20th 2015 were proposed by Cllr Webb and seconded by Cllr McQuaid and were unanimously approved as a correct record, signed by Cllr Fay.

160/15 COMMUNITY SERVICES

160/15.1 Cllr Startin stated thank you letters were being distributed to those who donated raffle prizes to the Christmas Party, with Cllr Fay's assistance. No further report.

161/15 COMMUNICATIONS

161/15.1 Cllr Westbury stated that the next Cofton News publication was due in June and requested articles from each Parish Councillor. Cllr Westbury agreed that Cllr Startin's previously omitted article would be included in June's edition, together with an article requesting feedback on favoured uses of the New Village Hall. Cllr Duncan requested that the preferred distribution remains in hardcopy due to the aging population, together with insertion onto the Parish Council website.

161/15.2 Cllr Westbury confirmed the website was up and running which the Clerk is updating. The Clerk was instructed to update contact details for each Councillor. Cllr Westbury to obtain photographs of each Councillor for insertion.

162/15 HIGHWAYS AND BRIDGES:

162/15.1 Cllr Fay stated no contact had been made with the Lengthsman, further attempts to be made by Cllr Fay and the Clerk.

162/15.2 The Clerk confirmed that letters had been sent to Howdens and Worcestershire County Council regarding the damaged wall surrounding the works. Clerk to chase.

- 162/15.3 The Clerk confirmed that letters had been sent to Persimmon and St Modwens regarding the missing street sign and lamp post in Oakfield/Parsonage Drives. Clerk to chase.
- 162/15.4 The Clerk confirmed that Highways had been instructed to conduct a site visit to assess the wall damage on the Parsonage Drive roundabout. Clerk to chase.
- 162/15.5 The Clerk stated that a request had been submitted for Richard Clewer, Liaison Engineer, to make contact regarding replacement railings on Groveley Lane. Clerk to chase.
- 162/15.6 No response had been received by the Clerk/Cllr Fay regarding an update on Community Speedwatch. Clerk to continue to chase.
- 162/15.7 Following a brief discussion regarding the state of the grass verges along Middle Drive, it was agreed that Cllr Westbury would place an article in The Cofton News requesting residents to refrain from parking on them.
- 162/15.8 Clerk instructed to report poor state of footpath at the Lickey Coppice island, junction of Ten Ashes Lane and Barnt Green Road.
- 162/15.9 The Clerk stated that Cllr Deeming had requested the billboard signs on the above mentioned island be removed and confirmed letters had been sent.
- 162/15.10 The Clerk informed the Council that a request had been submitted and refused by Highways for a Dead End sign to be erected in Shadow Close, following residents complaints. Cllr McQuaid confirmed that as a Shadow Close resident he would draft a letter to be signed by all affected residents requesting the road become adopted and therefore allowing the sign to be erected.
- 162/15.11 Cllr Fay stated that the Clerk had been instructed to request the tree stumps left at the bottom of Rose Hill be removed by the County Council, Clerk to chase a response.
- 162/15.12 It was proposed by Cllr Fay that the Clerk contact Maple Services regarding the current state of the island, all agreed.
- 162/15.13 Following a brief discussion Cllr Webb requested the Clerk email details of what wording is to be used on the 'dogs to be kept on leads' signs previously agreed for The Stocken. Clerk to send draft for approval at next meeting.
- 162/15.14 Cllr Fay stated that following complaints from residents in Cofton Church Lane regarding the erection of unapproved speed limit signs, the Clerk had reported the issue and the signs would be removed.

163/15 ENVIRONMENT

- 163/15.1 Cllr McQuaid stated that he had begun obtaining quotes for a replacement chestnut tree for The Stocken and asked this item be deferred for cost approval in September due to the recommended planting season.
- 163/15.2 Cllr McQuaid confirmed that the installation of the new play area equipment had been discussed in the Public Forum.
- 163/15.3 Cllr McQuaid stated that he would conduct a site visit and speak to current allotment holders regarding the size of plots and would report back at the next meeting.
- 163/15.4 Following a brief discussion the Clerk was instructed to contact John Sadler following allotment holders request for new equipment. To be discussed and agreed at the next meeting.

163/15.5 Cllr Duncan confirmed that due to ill health Jim Branson is no longer able to carry-out litter picking within the Parish. Clerk instructed to write a letter of thanks. Cllr Westbury to submit an article requesting volunteers in The Cofton News. Following a recent email received from an interested resident the Clerk was instructed to seek advice from the Councils local association regarding making payments for volunteer services who combine litter picking with other duties such as play equipment checks.

164/15 PLANNING

- 164/15.1 Cllr Duncan confirmed no new planning applications had been received since the last meeting.
- 164/15.2 Cllr Duncan stated that he had spoken to County Cllr MacDonald regarding the approved planning application for traffic calming on Groveley Lane, however currently there is conflict between the developers and the County Council regarding making progress. Cllr Duncan stressed that he would continue trying to establish a timeframe from St Modwens and the County Council.
- 164/15.3 Cllr Duncan stated he had not received any further feedback from St Modwens re the Old Sewage Works allotment site and would continue to chase a response.
- 164/15.4 Cllr Duncan stated that he had received further volunteer responses to joining the working party following the article in The Cofton News. Cllr Westbury confirmed that an article would be placed in the next Cofton News requesting feedback that would then be used to draw a specification to propose to St Modwens. Cllr Westbury stated that he was also investigating hosting a dedicated site such as Facebook or Twitter to obtain residents ideas and to update on progress. Cllr's Duncan and Westbury would continue to carry out site visits of local village halls for ideas. Cllr Duncan confirmed that the Working Party had agreed to meet on a Monday evening each month.

165/15 FINANCE & GENERAL PURPOSES

165/15.1 Proposed by Cllr Webb, seconded by Cllr Duncan, all agreed to pay the following bills:

Clerks Salary standing order £308.70	308.70
Clerks expenses	298.94
Cofton Spark	80.98
Hoskings	45.60
Npower	203.36
Npower	3,662.20
TOTAL £4,599.78 (€662.65 VAT to be reclaimed)	

- 165/15.2 Proposed by Cllr Webb, seconded by Cllr Duncan to agree the Year End Bank Reconciliation, signed by Cllr Webb.
- 165/15.3 The Clerk confirmed the updated Mission Hall lease was sent by recorded post, advising the tenant that the signed document must be returned with 14 days. Clerk to update at next meeting.

166/15 Councillors reports and items for Future agenda's:

166/15.1 Cllr Duncan confirmed that the Fusion Festival is to be held over 3 days in August and stated that following a SAG meeting it was confirmed that the traffic management would remain as last year, however alternative car parking facilities are required. Cllr Duncan will continue to update.

- No new items raised, all deferred items to be included on next agenda

167/15 CORRESPONDENCE RECEIVED

No items to report.

168/15 DATE OF NEXT MEETING

It was resolved to hold the next Parish Council Meeting on Monday June 15th 2015 at 7.30pm.

The meeting closed at 9.55 p.m.

<u>Minute Ref</u>	<u>Action Required</u>	<u>Who</u>
 Chairman	
158/15	Obtain quote from Maple Services re.Myhill site	Clerk
158/15	Conduct site visit of Myhill Play Area	All Cllr's
158/15	Arrange residents meeting following above	Cllr Westbury
158/15	Contact John Sadler for equipment quotes	Clerk
161/15.1	Articles for Cofton News	All Cllr's
161/15.2	Update website Cllr contact details	Clerk
161/15.2	Obtain Cllr photographs for website	Cllr Westbury
162/15.1	Chase Lengthsman	Clerk/Cllr Fay
162/15.2	Chase responses from WCC and Howdens re wall	Clerk
162/15.3	Chase responses from Persimmon and St Modwens re sign/light	Clerk
162/15.4	Chase Highways re roundabout damage	Clerk
162/15.5	Chase Richard Clewer response re railings	Cllr Fay/Clerk
162/15.6	Chase response re Community Speedwatch	Clerk
162/15.7	Article for Cofton News re parking on verges	Cllr Westbury
162/15.8	Report footpath at island junction	Clerk
162/15.11	Report tree stumps bottom of Rose Hill	Clerk
162/15.12	Obtain quote from Maple Services	Clerk
162/15.13	Email Cllr Webb draft wording for new sign	Clerk
163/15.3	Conduct site visit re size of allotment plots	Cllr McQuaid
163/15.5	Letter to Jim Branson	Clerk
163/15.5	Article for Cofton News re volunteer litter pickers	Cllr Westbury
163/15.5	Contact interested volunteer re litter picking	Clerk
163/15.5	Investigate paying for volunteering services	Clerk
164/15.2	Chase WCC and St Modwens re traffic calming	Cllr Duncan
164/15.3	Chase St Modwens re Old Sewerage works allotments	Cllr Duncan
164/15.4	Article for Cofton News re new Village Hall suggestions	Cllr Westbury