

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 16th October 2017

PRESENT:

Councillors:

Cllr Mrs J Fay (Vice Chair)
Cllr Mrs J Webb
Cllr Mr R Westbury
Cllr Mr K Duncan
Cllr Ms W Birch
Cllr Mr M Pattison
Cllr Mr J Slack

Apologies:

Cllr Mr R Deeming (Chair)

Not in Attendance:

Cllr Ms C Fryer

Clerk to the Parish Council:

Andrew Billau (AB)

Agenda Item	Discussion and Decisions	Action
129/17	Apologies Apologies were received from Cllr Deeming (holiday), these were accepted. Cllr Fryer was not in attendance.	
130/17	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	
131/17	Dispensations There were no applications for dispensations received.	
132/17	Public Forum Mr and Mrs Green were in attendance, Mrs Green updated Councillors about the ongoing discussions regarding the crossing point on Groveley Lane.	

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	<p>She reported that since the last meeting there had been little progress despite great efforts on her part. She has contacted County Councillor Peter McDonald to request that an application be made for a 20mph speed limit. The response has been negative in that it is thought that not enough people are using the crossing point and that no accidents have occurred up to now. Mrs Green suggested it is not used as it is too dangerous. Cllr McDonald has been asked to put his response in writing but so far this has not been forthcoming. Cllr McDonald has also suggested that employment of a solicitor would not be financially effective.</p> <p>Mrs Green has also written to Sajid Javid MP, who asked the acting CEO at Worcestershire County Council to respond. A reply was received from a Team Leader which only reiterated the approach taken so far with traffic calming measures.</p> <p>A speed and traffic volume data survey has been carried out, Mrs Green has been provided with summary data for this and has been told a further survey will be carried out in November in order for a better comparison with last year's data to be made. The data suggests there is a slight increase in the speed of traffic since the traffic calming was implemented. It has been suggested this is due to the new road surface and quality of ride and increased visibility due to removal of vegetation. Traffic volume is shown to have increased 5% in the last 12 months.</p> <p>Mrs Green read out a letter she received regarding the initial proposed scheme for a controlled crossing and the reasons this was never implemented. Councillors discussed various alternative traffic calming measures including chicanes and speed bumps.</p> <p>Cllr Fay suggested a number of organisations and individuals who may be able to help and will draft a communication for the Clerk to send out.</p> <p>Councillors thanked Mr and Mrs Green, who left the meeting at 8.10pm.</p>	<p>Cllr Fay / Clerk</p>
<p>133/17</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p>	
<p>134/17</p>	<p>Previous Minutes</p> <p>Cllr Webb clarified her suggestion regarding contracts for street lighting maintenance, otherwise the minutes of the Meeting of the Council dated 18th September 2017 were agreed as a correct record, proposed by Cllr Westbury seconded by Cllr Duncan with all in favour.</p>	
<p>135/17</p>	<p>Chairman's Report</p> <p>Cllr Deeming had sent apologies, there was no Chairman's report.</p>	
<p>136/17</p> <p>136.1/17</p> <p>136.2/17</p>	<p>Community Services</p> <p>Cllr Birch reported that 100 invitations for the over 60's Xmas Party were being printed and will be distributed to residents before the end of October. She reported she had secured an entertainer for the party at a cost of £180. Councillors agreed that this cost was acceptable. Cllr Birch asked if there was a budget for the party, the Clerk reported that £1,500 was spent last year and that £5 per person was collected.</p> <p>Cllr Westbury suggested that an event for young people should be held in the summer months, Cllr Fryer is dealing with proposals for this.</p> <p>Cllr Duncan reported that he would like to see the Smarwater distribution completed this year, to include all houses on the new development.</p>	

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136.3/17 136.4/17	<p>The Clerk asked if Councillors wished to order Christmas Cards to send to residents on behalf of the Parish Council, Councillors declined the suggestion.</p> <p>Cllr Pattison reported that a Carol Service is to be held on the Cofton Fields area on the 16th December, this will be one week before the Carol Service on the Myhill Field. The intention is to attract young families from the new development, he asked Councillors for their support. After discussion, Councillors agreed to provide a donation for both this and the Myhill field Carol Service of around £100 each, for mince pies etc. Receipts must be provided. Cllr Pattison thanked Councillors for their support.</p>	
137/17 137.1/17 137.2/17	<p>Communications</p> <p>Cllr Westbury reported that the Autumn Newsletter is being printed and thanked Councillors for their contributions.</p> <p>The Facebook group continues to attract readers and receive more hits, this is an effective means of communication to younger people.</p>	
138/17 138.1/17 138.2/17 138.3/17 138.4/17 138.5/17 138.6/17	<p>Highways and Bridges</p> <p>Cllr Fay reported there has been no progress on a replacement Lengthsman, this will again be advertised in Cofton News. Cllr Westbury suggested that the post may need to be advertised in local newspapers.</p> <p>The replacement street signs have not yet been made, BDC prepare these in batches and we will need to wait for these. However, a street sign for Middle Drive has been replaced.</p> <p>Cllr Fay reported that the replacement lamp post for post 40 on Groveley Lane was now available, however the wiring to the post is badly corroded and will need to be replaced. The Clerk informed Councillors that Western Power will need to carry out this work and had supplied a budget estimate of £3,700 for the work. Cllr Webb proposed that Western Power be asked to go ahead, seconded by Cllr Westbury with all in favour. Clerk to instruct Western Power.</p> <p>Cllr Pattison reported on the apparent proliferation of Estate Agents' boards being placed on Council Land and showed some examples together with a copy of rules and regulations about such signs. Councillors agreed that the Clerk should write to local estate agents to ask that these be removed and that the ongoing situation will be monitored.</p> <p>Cllr Fay has checked all street lights and found 2 unlit on Barnt Green Road, 1 unlit on Kendal End Road and 1 unlit on Cofton Church Lane. These have been reported by the Clerk.</p> <p>Cllr Fay reported that she had met on two occasions with Kelly Communications, regarding the state of the grass verges following the Virgin Media cable laying works. They will be carrying out remedial work, BDC have also been asked to ensure all grass verges are cut.</p>	<p>Clerk</p> <p>Clerk</p>
139/17 139.1/17	<p>Environment</p> <p>Cllr Westbury reported that the quote from Kompan for the refurbishment of the Myhill Field play area has now been agreed by all. Cllr Webb proposed that the quote of</p>	

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139.2/17	<p>£21,795 be accepted and spending approved, with a 25% deposit to be paid now and a further 25% on commencement of works. This was seconded by Cllr Westbury with all in favour. Installation should take place within 6 weeks and the play area will need to be closed temporarily.</p> <p>Cllr Westbury reported that all the old swing seats on the play area have been replaced. He added that he will be donating and installing some pigeon protection spikes to help protect the new seats. The Clerk reported that a quote for repainting of the existing swing frames had been received and this was for £280. Cllr Westbury proposed that this quote be accepted, seconded by Cllr Pattison with all in favour. Clerk to instruct supplier.</p>	Clerk																					
139.3/17	The Clerk reported he had received a quote of £240 from GR Mowing to cut back the vegetation on Rose Hill Island and was awaiting further quotes. He is also asking contractors to quote for maintenance of the island and grass cutting for next year.	Clerk																					
139.4/17	The Clerk reported he had received an acknowledgement from St Modwen regarding the footpath through the tunnel under the railway but was awaiting a response.	Clerk																					
139.5/17	Cllr Fay reported that she has spoken to the tree officer regarding the Chestnut Tree on the Stocken, there is no TPO on this tree and it is thought that WCC are responsible for it. Clerk to contact WCC.	Clerk																					
140/17	<p>Planning</p> <p>140.1/17 Cllr Duncan reported that application 17/0888 for an extension at 38 Ashmead Drive had been received and circulated a copy of the plans. Councillors thought that the extension was very large and discussed its implications. Cllr Duncan will visit the neighbouring property to seek their views.</p> <p>140.2/17 Cllr Duncan has been in contact with St Modwen regarding the new Village Hall. The sale of the 100th new property will trigger building of the new hall, Cllr Duncan suggested date for building could now be 2020.</p>	Cllr Duncan																					
141/17	<p>Finance and General Purposes</p> <p>141.1/17 The Clerk reported that the Council's insurance policy was now due for renewal. Quotes have been received from the current provider (Zurich) at £1,160.96 and from other companies at a few pounds more. Cllr Webb proposed renewal with the current provider at £1,160.96, this was seconded by Cllr Slack with all in favour. Clerk to instruct Zurich Insurance.</p> <p>141.2/17 Clerk to circulate current budget position for 2017/18, to be discussed at next meeting.</p> <p>141.3/17 A list of bills for payment was circulated and agreed:</p> <table border="1" data-bbox="300 1731 1198 2018"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Worcestershire CALC</td> <td>Training Cllr Birch</td> <td>£30.00</td> </tr> <tr> <td>Worcestershire CALC</td> <td>Training Cllr Birch, Cllr Slack</td> <td>£60.00</td> </tr> <tr> <td>GR Mowing</td> <td>Grass Cutting</td> <td>£198.00</td> </tr> <tr> <td>B&S Chains</td> <td>Play Area Seats</td> <td>£88.63</td> </tr> <tr> <td>GR Mowing</td> <td>Grass Cutting</td> <td>£132.00</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£261.40</td> </tr> </tbody> </table>	Supplier	Services	Total	Worcestershire CALC	Training Cllr Birch	£30.00	Worcestershire CALC	Training Cllr Birch, Cllr Slack	£60.00	GR Mowing	Grass Cutting	£198.00	B&S Chains	Play Area Seats	£88.63	GR Mowing	Grass Cutting	£132.00	Cofton Spark	Street Lighting	£261.40	Clerk Clerk
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141.4/17	Shelagh O'Loughlin	Bulbs for Planting	£87.39	Clerk
	Kompan	Play Area Refurb, 25% Deposit	£5,500.00	
	Smartwheelie	Wheelie Bin Stickers	£220.00	
	M Webb Developments	Bench Installation	£768.00	
	M Webb Developments	Removal and Disposal of Benches	£264.00	
	Zurich Insurance	Insurance	£1,160.96	
	Andrew Billau (Clerk)	Salary September / October (by SO)	£417.41	
	HMRC	Tax Payment September / October	£105.40	
	Andrew Billau (Clerk)	Back Pay April - September	£24.00	
	HMRC	Tax Payment on Back Pay	£6.00	
	Andrew Billau (Clerk)	Expenses September / October	£82.52	
	<p>Cllr Birch reported that she understood that the shed on the allotments had been broken into and a lawnmower and strimmer stolen. This had occurred some weeks ago, Cllr Deeming is aware. The Clerk expressed surprise that he had not been informed. He informed Councillors that the police should have been made aware and a crime report number obtained in order to pursue an insurance claim. Clerk to follow up.</p>			
142/17 142.1/17	<p>Correspondence Received</p> <p>The Clerk reported that he had received an email regarding a broken fence near the Stocken, Councillors suggested this has been repaired several times but keeps getting broken again. Clerk to investigate.</p>			Clerk
128/17	<p>Date of Next Meeting</p> <p>It was agreed that the December meeting will be held on Monday 18th December.</p> <p>The next Parish Council meeting was agreed as Monday 20th November at 7.30pm.</p> <p>The meeting ended at 9.50pm</p>			