

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 16th April 2018

PRESENT:

Councillors:

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

APOLOGIES:

Cllr Ms C Fryer
Cllr Ms W Birch

Clerk to the Parish Council:

Andrew Billau (AB)

Members of the Public

2 members of the public were in attendance.

| Agenda Item | Discussion and Decisions | Action |
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| 145/18 | Apologies Apologies were received from Cllr Fryer (unwell) and Cllr Birch (prior appointment), these were accepted. | |
| 146/18 | 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 | |
| 147/18 | Dispensations There were no applications for dispensations received. | |
| 148/18 | Public Forum | |

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| 148.1/18 | <p>Mr Brookes and Mr Linford, allotment holders at Myhill field attended to ask about replacement of the stolen lawnmower and new metal shed storage. It was agreed to bring this item forward on the agenda.</p> <p>Mr Brookes explained that there was now an urgent need to replace the stolen lawnmower as the grass needs cutting. While a replacement storage facility is being sourced, Mr Linford has agreed that a new lawnmower could be stored in a shed at his premises.</p> <p>The Clerk explained that 2 quotes had been obtained to supply and erect a strong metal shed to replace the wooden one which had been broken into. Both quotes included preparation of a new concrete base for the shed. Councillors discussed the 2 quotes, the Clerk assured Councillors that the 2 quotes were for comparable services. Councillors discussed the purchase of a new / reconditioned lawnmower and the potential costs.</p> <p>Cllr Slack proposed that the quote from M Webb Developments be accepted for the supply and erection of the metal shed, and that a sum of £600 (including VAT) be allocated for the purchase of a new lawnmower, this was seconded by Cllr Pattison with all in favour. Mr Brookes and Mr Linford to identify a suitable lawnmower within this budget and inform the Clerk who will arrange purchase.</p> <p>Mr Linford also reported that the one of the posts on the steel gate into the allotments had rotted and was unstable, a temporary repair has been made. Councillors discussed and agreed that a new strong metal gate should be installed at the main entrance to the allotments and the fencing made secure. Clerk to seek quotes for this work. It was agreed that all resulting spend would be taken from the forthcoming 106 monies, allotment improvement allocation.</p> <p>Mr Linford and Mr Brookes thanked Councillors for their understanding and then left the meeting.</p> | Clerk |
| 149/18 | <p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p> | |
| 150/18 | <p>Previous Minutes</p> <p>The minutes of the meeting of the Council dated 19th March 2018 were agreed as a correct record, proposed by Cllr Slack, seconded by Cllr Pattison with all in favour.</p> | |
| 151/18 | <p>Chairman's Report</p> <p>Cllr Deeming reported that a representative from St Modwen will be attending the Parish Assembly on 14th May. It was confirmed that the building of 185 new homes had commenced and these were being sold off plan. Cllr Duncan reported that tenders for the building of the new Village Hall were being sent out this month and there is a meeting with St Modwen on 25th April, it is anticipated the new Village Hall will be completed by the end of November 2018. Councillors discussed the expected 106 monies, Cllr Deeming to provide expected amounts.</p> | Cllr Deeming |
| 152/18 | <p>Finance and General Purposes</p> <p>152.1/18 Cllr Slack advised that although the budget for 2018/19 had been agreed by Councillors, this had not been formally minuted. The Clerk provided a copy of the agreed budget with updated spend figures to the end of March 2018. Cllr Slack proposed that the</p> | |

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| <p>152.2/18</p> <p>152.3/18</p> | <p>budget be formally agreed, seconded by Cllr Duncan with all in favour. Clerk to prepare accounts spreadsheet with new budget for 2018/19.</p> <p>The Clerk reported that he is still investigating implications of the new GDPR regulations and expressed concern about the appointment of a Data Protection Officer. Clerk to further investigate.</p> <p>A list of bills for payment was circulated and agreed:</p> <table border="1" data-bbox="300 524 1222 994"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£106.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Flowers for Cllr Fryer</td> <td>£30.00</td> </tr> <tr> <td>Playsafety Ltd</td> <td>Play Area Inspection</td> <td>£79.80</td> </tr> <tr> <td>Cofton Collections</td> <td>Xmas Party and Carol Service Flyers</td> <td>£64.60</td> </tr> <tr> <td>Cofton Collections</td> <td>Parish Assembly Flyer</td> <td>£190.00</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£170.45</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary March / April (by SO)</td> <td>£421.58</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment March / April</td> <td>£105.40</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Expenses March / April</td> <td>£41.20</td> </tr> <tr> <td>Cllr Fay</td> <td>Xmas Party Items</td> <td>£12.19</td> </tr> </tbody> </table> | Supplier | Services | Payment | Cofton Spark | Street Lighting | £106.00 | Andrew Billau (Clerk) | Flowers for Cllr Fryer | £30.00 | Playsafety Ltd | Play Area Inspection | £79.80 | Cofton Collections | Xmas Party and Carol Service Flyers | £64.60 | Cofton Collections | Parish Assembly Flyer | £190.00 | Cofton Spark | Street Lighting | £170.45 | Andrew Billau (Clerk) | Salary March / April (by SO) | £421.58 | HMRC | Tax Payment March / April | £105.40 | Andrew Billau (Clerk) | Expenses March / April | £41.20 | Cllr Fay | Xmas Party Items | £12.19 | <p>Clerk</p> <p>Clerk</p> |
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| <p>153/18</p> <p>153.1/18</p> <p>153.2/18</p> | <p>Community Services</p> <p>The Clerk reported he had written to Cllr McDonald regarding funding for the Smartwater initiative and had not yet received a reply, Clerk to write again.</p> <p>There was no update on the specification for Village Hall refurb, deferred to next meeting.</p> | <p>Clerk</p> <p>Cllr Webb</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>154/18</p> <p>154.1/18</p> | <p>Communications</p> <p>Cllr Westbury reported that the flyer for the Parish Assembly, backed by information on the New Village Hall and request for assistance, had been printed. There is an error on the date of the Assembly, for which the Clerk apologised. Councillors will deliver to their respective areas. Councillors asked that Cllr McDonald be invited to speak at the Parish Assembly.</p> | <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>155/18</p> <p>155.1/18</p> <p>155.2/18</p> | <p>Highways and Bridges</p> <p>Councillors discussed the continual flooding on Barnt Green Road at the layby between Ten Ashes Lane and Reservoir Road. Clerk to report to WCC expressing urgency for a resolution. Councillors suggested using 'Fix My Street' website.</p> <p>Cllr Fay reported that the gas pipe laying works continue and are now in Oakfield Drive. Some of the completed areas have had verges raked and reseeded. She reported that she had visited the areas affected by gas pipe laying works and had spoken with the site foreman and subsequently the supervisor by telephone. She reported to them how people had been left without gas at very short notice and asked if the company would provide compensation. She said a sum of £20 for each household affected had been offered but she felt this was insufficient. The company said that following completion of</p> | <p>Clerk</p> <p>Cllr Fay / Cllr</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 155.3/18 | <p>the works an assessment team will visit to inspect, she has asked that she and Cllr Pattison be allowed to meet with this team to discuss what remedial works are required.</p> <p>The Clerk reported that it is unlikely there would be anything to gain by meeting with Highways or the County Councillor regarding Ten Ashes Lane traffic enforcement.</p> | Pattison |
| 155.4/18 | The Clerk reported he had requested a quote to repair the roof of the bus shelter on Groveley Lane and was also seeking prices for new, Perspex bus shelters. Clerk to pursue. | Clerk |
| 155.5/18 | The Clerk reported he had submitted an insurance claim for a replacement lamp post in Ten Ashes Lane but still needed an official quote from the supplier. Cllr Fay to call supplier. | Cllr Fay |
| 155.6/18 | The Clerk reported he had yet to contact the electricity supply company to ascertain an estimate of potential savings of LED lighting. Councillors discussed the possibility of a 'referendum' for residents to decide on LED lighting. To be discussed again at the next meeting. | Clerk |
| 155.7/18 | The Clerk reported that following discussions with British Gas, EON and Npower, Npower have now agreed to maintain electricity prices at current levels for a further two years. Councillors agreed to renew with Npower, Clerk to send official order. | Clerk |
| 156/18 | Environment | |
| 156.1/18 | In Cllr Birch's absence, Cllr Pattison reported that the annual ROSPA inspection of the play area had been completed. All identified issues are very low risk and no action is necessary, monthly inspections will continue. The monthly inspection by Cllrs Birch and Pattison noted a number of issues, none are high risk. Clerk to obtain quotes for repairing the pot hole and repainting of the climbing frame. Cllr Pattison reported that the tree behind the wall maybe needed pruning but did not think this is an urgent issue. It was agreed to wait for 106 monies when a more general tree pruning project could be investigated. | Clerk |
| 156.2/18 | Cllr Duncan reported that a request for a TPO at the Grove had been made to BDC, further information has been supplied to them and they have agreed to consider placing a TPO on the area. Clerk to monitor. | Clerk |
| 157/18 | Planning | |
| 157.1/18 | Cllr Duncan reported that an appeal has been lodged against refusal of application 18/00005 at 412 Grovevely Lane. | |
| 157.2/18 | Application 18/00130 for an extension at 185 Barnt Green Road has been granted. | |
| 157.3/18 | Retrospective application 18/00136 for a canopy at 518 Groveley Lane has been granted. | |
| 157.4/18 | Application 18/00254 for a single and two-storey extension at 406 Groveley Lane has been granted. | |
| 157.5/18 | Cllr Duncan reported that application 18/00270, for change of use of the Post Office from A1 (shop and residence) to B1 (offices) had been withdrawn as it was not necessary. He advised Councillors that the change to commercial offices is, however, likely to go ahead. | |

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| <p>158/17</p> <p>158.1/18</p> <p>158.2/18</p> | <p>Correspondence Received</p> <p>The Clerk reported he had received an email regarding the condition of trees on Cofton Church Lane and the gate at the entrance to the Stocken. Cllrs Fay and Pattison took copies of the email and associated photographs and will investigate.</p> <p>The Clerk reported that the electrical contractor has reported that a lamp post at Chestnut Drive is in a dangerous condition and needs to be replaced. Councillors asked that it be isolated from the power and made safe. Clerk to speak with contractor.</p> | <p>Cll Fay / Pattison</p> <p>Clerk</p> |
| <p>158/17</p> | <p>Date of Next Meeting</p> <p>The Parish Assembly will be held on Monday May 14th at 8pm. Councillors are asked to prepare short reports for the meeting.</p> <p>The next Parish Council meeting was agreed as Monday 21st May 2018 at 7.30pm, this will also be the AGM.</p> <p>The meeting ended at 9.35pm</p> | <p>All</p> |

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