



Cofton Hackett Parish Council

Clerk to the Council: Andrew Billau, 20 Mount Road, Fairfield, Bromsgrove, B61 9LW
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Members are duly summoned to attend the meeting of Cofton Hackett Parish Council
Monday 17th September 2018, at 7:30pm in Cofton Hackett Village Hall, Barnt Green Road.

The meeting is open to all members of the public and the press.

Residents of Cofton Hackett Civil Parish can address the meeting if required during item 4.

AGENDA

1. **Apologies:** To receive apologies and to approve reasons for absence.
2. **Declarations of Interest:** To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. Councillors are reminded of the need to update their register of interests.
3. **Dispensations: having declared an interest members may apply for a dispensation if wishing to stay in the meeting to speak / speak and vote.** The dispensation must be in writing and delivered to the Clerk in advance of the meeting.
4. **Public Forum:** At the discretion of the Chairman members of the public are invited to give their views and/or question the Parish Council on issues on this Agenda, or raise issues for future consideration before the start of the Parish Council Meeting.
5. **Reports:** To receive reports from Outside Bodies and/or the County Councillor.
6. **Previous Minutes:** To approve the minutes of the Parish Council held on 16th July 2018 and to sign them as a true record.
7. **Chairman's Report: Cllr Westbury to report**
 - 7.1. Councillor Casual Vacancy
8. **Finance and General Purposes: Cllr Slack to report:**
 - 8.1. Initial discussions on 2019-2020 budget.
 - 8.2. To review and agree revised Risk Assessment document.
 - 8.3. To report on receipt of VAT reclaim amount – Clerk
 - 8.4. To consider quotes for renewal of Insurance and agree preferred supplier.
 - 8.5. To agree payment of deposit for Xmas Party caterers.
 - 8.6. To consider request from Clerk for purchase of Adobe convertor at £156.89
 - 8.7. To report on Clerk's appraisal and consider review of hourly rate (Clerk to leave room)
 - 8.8. **Bills for Payment:** a list of the bills to be paid will be circulated
9. **Community Services:**
 - 9.1. New Village Hall update – Cllr Slack
 - 9.2. Old Village Hall Refurb Tender Document – All
 - 9.3. To agree arrangements for Xmas Party – All
 - 9.4. Update on availability of Smartwater kits – Clerk
 - 9.5. Update on discussions ref defibrillator at Hopwood Vets – Cllr Westbury
10. **Communications: Cllr Fryer to report:**
 - 10.1. Update on new email addresses (Clerk)

11. Highways and Environment: Cllr Pattison to report.

- 11.1. Report on meeting with St Modwen ref access to Old Sewage works allotment site and current landscaping works – Cllrs Duncan / Deeming
- 11.2. To review and agree revised allotment holders agreement – Cllr Pattison
- 11.3. Update on bus shelter roof repair– Clerk / Cllr Pattison
- 11.4. Update on replacement lamp post in Ten Ashes Lane – Clerk
- 11.5. Update on faulty lamp posts, Oakfield Drive - Clerk
- 11.6. Update on grass verges remedial work – Cllr Pattison / Cllr Fay
- 11.7. To consider and agree purchase of additional grit bins, their locations and filling of all PC bins ready for winter.
- 11.8. Report on monthly play area inspection – Cllr Pattison

12. Planning: Cllr Duncan to Report

- 12.1. To consider a request from Claremont Planning Consultancy to meet with the Council to discuss Spitfire Homes proposals for development on land at Cofton Lake Road.

13. Correspondence Received – Clerk to Report

- 14. **Date and Time of next Parish Council Meeting:** Monday 22nd October 2018 at 7.30pm, Cofton Hackett Village Hall, Barnt Green Road.

Clerk to the Parish Council 10th September 2018