

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 18th February 2019

PRESENT:

Councillors:

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

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Ms C Fryer

Agenda Item	Discussion and Decisions	Action
015/19	Apologies Apologies were received from Cllr Fryer (work commitments), these were accepted.	
016/19	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	
017/19	Dispensations There were no applications for dispensations received.	
018/19	Public Forum There were no members of the public in attendance.	

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019/19	<p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p>	
020/19 020.1/19	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 21st January 2019 were agreed as a correct record of the meetings.</p>	
021/19 021.1/19 021.2/19	<p>Chairman's Report</p> <p>021.1/19 Cllr Westbury reported that the library consultation process closes at the end of February. The County Council has reduced the amount it is hoping to save by 20% (from £1m to £800k). Alvechurch Parish Council are working with the County Council to try to save their library. Cllr Westbury will be attending a meeting on 28th February. Cllr Duncan asked if there is any risk to Bromsgrove library, Cllr Westbury replied that the library has a protected status.</p> <p>021.2/19 Cllr Westbury reminded Councillors that elections are on 2nd May, there have been no further briefings on the process as yet.</p>	
022/19 022.1/19 022.2/19 022.3/19 022.4/19 022.5/19	<p>Community Services</p> <p>022.1/19 Cllr Webb provided a signed copy of the lease for the existing Village Hall, she informed Councillors that 10 years remained on the lease. Councillors discussed the area of land at the Village Hall site which is owned by the Parish Council. Cllr Deeming proposed that given the relatively short remaining lease, only the kitchen and toilets should be refurbished, he will provide estimates for the work at the next meeting.</p> <p>022.2/19 Cllr Slack provided a summary of legal expenses committed towards the New Village Hall. Sums of £1,500 and £1,200 have so far been paid to Hortons Solicitors towards setting up the charity and the purchase and lease. Further sums of £5,208 are expected to be committed towards Title Investigation and searches, as agreed at a previous meeting, and finalisation of the lease and purchase agreements. Cllr Webb asked if the Parish Council will own both the land and buildings, this was confirmed, the Parish Council will then lease the building to the Trustees.</p> <p>022.3/19 The Clerk asked if Councillors were happy to distribute the first tranche of Smartwater kits on a door-to-door basis as this involves collecting signatures from each household. Cllr Pattison agreed that he and a member of the Neighbourhood Watch team would be prepared to distribute them. Clerk to place the order for the kits.</p> <p>022.4/19 Councillors discussed the example Memorials Policy which had been distributed by the Clerk and agreed that this was a good starting point. Clerk to draft a new policy based on the example.</p> <p>022.5/19 Investigation into future Christmas decorations carried forward.</p>	<p>Cllr Deeming</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
023/19 023.1/19	<p>Planning</p> <p>023.1/19 Cllr Duncan reported that an increasing number of 'permitted developments' were now being received, these are for loft conversions, rear dormers etc, and the Parish Council has no say on these issues. Since the last meeting there had been examples at Lickey</p>	

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023.2/19	<p>Coppice and Barnt Green Road.</p> <p>Cllr Duncan reported that the Neighbourhood Plan was now with Bromsgrove District Council for consideration, this should be complete by the end of March. There will then need to be a referendum with invitations to all residents. Cllr Westbury offered thanks to Cllr Duncan for all his hard work on the Neighbourhood Plan.</p>	
024/19	Highways and Environment	
024.1/19	<p>The Clerk reported on work undertaken by the lengthsman, including filling in holes on the Stocken, another bag of chippings has been purchased as agreed at a cost of £30. Cllr Slack asked that the lengthsman attend to some damaged fencing at the Myhill Field play area, clean the white gates at the traffic calming entrance and clear vegetation on Groveley Lane footpath. Clerk to instruct lengthsman. The Clerk was asked to investigate if the Parish Council has the power to remove advertising posters near the Rose and Crown.</p>	<p>Clerk</p> <p>Clerk</p>
024.2/19	<p>The Clerk reported that the connection of the new street light in Ten Ashes Lane is due to occur on 28th February. The connection work in Oakfield Drive requires pre-payment to Western Power, the payment is included in this month's bills. Street lighting faults are all completed with the exception of the Village Hall light.</p>	
024.3/19	<p>Cllr Pattison reported that the meeting with residents affected by the Old Sewage Works access proposals went well and thanked Councillors Webb and Westbury for their help. Residents had expressed some frustration against St Modwen but all had agreed in principal with the proposal to develop the access into the area. Cllr Pattison has updated St Modwen regarding the meeting, St Modwen have now asked if all residents could sign a letter agreeing to the proposal. Councillors agreed that the Parish Council has discharged its responsibility to consult and that such a letter may be counter-productive. Cllr Pattison to reply to St Modwen and to request a meeting with them to progress the proposal.</p>	<p>Cllr Pattison</p>
024.4/19	<p>Cllr Pattison reported that he had met with the allotment holder at No 9, The Grove, to view the shed which had been erected on Council land, Councillors were shown photographs of the shed and the allotment area. After some discussion, Councillors agreed that as the area was clearly being cultivated and used for planting and that the shed was fairly unobtrusive, that it could remain in situ. However, Councillors agreed that the shed and fencing must be removed if and when the current occupier relinquishes the plot. Cllr Pattison to inform resident.</p>	<p>Cllr Pattison</p>
024.5/19	<p>The Clerk reported that all except one of the revised allotment rental agreements had now been signed by tenants and returned with payments. One tenant had enquired about pruning of the trees on the Myhill Field allotment site. It was agreed that this would be considered as part of the allotment improvements when section 106 monies become available.</p>	
024.6/19	<p>Cllrs Slack and Pattison reported that they had met with Horton's solicitors and asked if they could assist with identification of land in Parish Council ownership. Horton's will be preparing a quote. Clerk to approach BDC and WCC to ask if they could identify land in their ownership.</p>	<p>Clerk</p>
024.7/19	<p>Cllr Pattison reported that residents on the Cofton Fields estate had expressed concerns around traffic speed. The Neighbourhood Watch group have received some 30 MPH wheelie bin stickers. Cllr Pattison suggested some 'Twenty is Plenty' stickers be purchased; it was agreed that 100 should be purchased. Clerk to investigate prices.</p>	<p>Clerk</p>
024.8/19	<p>Cllr Pattison also highlighted continued speeding issues on Barnt Green Road, a resident</p>	

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024.9/19	<p>has suggested that chicane style traffic calming should be installed on the road. It was suggested that local residents should be encouraged to contact Cllr McDonald to express their concerns. Cllr Pattison agreed to write to Cllr McDonald from a resident's perspective.</p> <p>Cllr Slack reported he had carried out the monthly play area inspection and that there are no safety issues. Clerk to ask lengthsman to repair some gaps in fencing.</p>	<p>Cllr Pattison</p> <p>Clerk</p>																																	
<p>025/19</p> <p>025.1/19</p> <p>025.2/19</p> <p>025.3/19</p> <p>025.4/19</p>	<p>Finance and General Purposes</p> <p>The Clerk reported he had received a number of responses regarding dates for the initial Asset Review Working Party but that none of the dates were suitable, Clerk to reconsider.</p> <p>The Clerk reported that there were no outstanding transactions on the Co-Op Bank account and that the remaining funds could be transferred to Unity Trust Bank. A cheque to achieve this was included for signature at the meeting. He suggested that Co-Op account remain open for a while to ensure nothing has been missed. He also reported that savings account interest rates vary from 0.2% to 0.8% (for notice accounts), Clerk to investigate further. The Clerk asked if there was a contact for the Rednal Social Club.</p> <p>Cllr Slack asked if the precept tax base details could be obtained from BDC.</p> <p>A list of bills for payment was presented and agreed.</p> <table border="1" data-bbox="300 1115 1246 1585"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>GR Mowing</td> <td>Grass Cutting</td> <td>£130.00</td> </tr> <tr> <td>Western Power Distribution</td> <td>Connections at Oakfield Drive</td> <td>£2,179.62</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£107.90</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£215.80</td> </tr> <tr> <td>Unity Trust Bank</td> <td>Bank Transfer from Co-Op</td> <td>£31,664.50</td> </tr> <tr> <td>Proper Agency</td> <td>Website January 2019</td> <td>£30.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Duties Jan / Feb 2019</td> <td>£272.50</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary January / February (by SO)</td> <td>£430.00</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment January / February</td> <td>£107.50</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Supplies December / January</td> <td>£67.59</td> </tr> </tbody> </table>	Supplier	Services	Total	GR Mowing	Grass Cutting	£130.00	Western Power Distribution	Connections at Oakfield Drive	£2,179.62	Cofton Spark	Street Lighting	£107.90	Cofton Spark	Street Lighting	£215.80	Unity Trust Bank	Bank Transfer from Co-Op	£31,664.50	Proper Agency	Website January 2019	£30.00	Gary Haynes	Lengthsman Duties Jan / Feb 2019	£272.50	Andrew Billau (Clerk)	Salary January / February (by SO)	£430.00	HMRC	Tax Payment January / February	£107.50	Andrew Billau (Clerk)	Office Supplies December / January	£67.59	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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<p>026/19</p> <p>026.1/19</p> <p>0026.2/19</p>	<p>Communications</p> <p>Councillors were reminded that articles for the Newsletter are due for submission by March 1st.</p> <p>The Clerk informed Councillors that he would be using only 'cotfonhackettpc.org' email addresses from March 1st. If Councillors require assistance in setting up email they should contact him. Clerk will remind everyone before March 1st.</p>	<p>All</p> <p>Clerk</p>																																	

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<p>027/19</p> <p>027.1/19</p> <p>027.2/19</p>	<p>Correspondence Received</p> <p>The Clerk reported he had received an email complaining about the X20 bus service and demise of the number 47, to which he had sent a reply.</p> <p>The Clerk reported that the tenants at the Mission Hall wished to meet Councillors to discuss conditions etc. Clerk to arrange meeting.</p>	<p>Clerk</p>
<p>028/19</p>	<p>Date of Next Meeting</p> <p>The next Parish Council meeting was agreed as Monday 18th March 2019 at 7.30pm.</p> <p>The meeting ended at 9.35pm</p>	