

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 15th April 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:

None

Cllr Ms C Fryer did not attend.

Agenda Item	Discussion and Decisions	Action
043/19	Apologies There were no apologies. Cllr Fryer did not attend.	
044/19	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	
045/19	Dispensations There were no applications for dispensations received.	
046/19	Public Forum There were no members of the public in attendance.	

Agenda Item	Discussion and Decisions	Action
047/19	<p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p>	
048/19 048.1/19	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 18th March 2019 were agreed as a correct record of the meetings, proposed by Cllr Pattison, seconded by Cllr Slack with all in favour.</p>	
049/19 049.1/19 049.2/19	<p>Chairman's Report</p> <p>Cllr Westbury reported that there was no real change regarding the Library consultation process. A report of recommendations will go to a meeting of Worcestershire County Council on 6th June.</p> <p>Cllr Westbury reported that there have been 6 nominations for the 9 available seats on the Parish Council, the election is therefore uncontested. The Clerk advised that vacancies can be filled by co-option at the May meeting and in these circumstances the vacancies do not need to be advertised.</p>	
050/19 050.1/19 050.2/19 050.3/19 050.4/19 050.5/19 050.6/19 050.7/19	<p>Finance and General Purposes</p> <p>Cllr Slack reported that the Asset Review working party had held a second meeting at which the lease for the Mission Hall was discussed. It was agreed to ask Hortons solicitors to assist in drawing up a new lease for signature. The working party also discussed the existing village hall, Cllr Slack asked that Cllr Webb provide a full copy of the signed lease between the Parish Council and Village Hall trustees. Cllr Fay offered to help in making a copy of the lease.</p> <p>Horton's solicitors have provided an estimate of £500 for investigative work to produce a new lease for the Mission Hall. Cllr Slack proposed that a sum of £500 be set aside for this purpose, this was seconded by Cllr Pattison with all in favour. The proposal was therefore approved. Clerk to sign letter of engagement.</p> <p>Cllr Pattison reported that Hortons Solicitors had been asked to assist with identification of land in the PC's ownership. Hortons have advised an initial fee of up to £1,000 for this work. Cllr Slack proposed that a sum of £1,000 be set aside for this purpose, this was seconded by Cllr Pattison with all in favour. The proposal was therefore approved. Clerk to sign letter of engagement.</p> <p>Cllr Slack reported that the legal agreement for transfer of the new Village Hall to the PC was progressing well, the only potential, issue being land tax stamp duty.</p> <p>Cllr Pattison reported that the lease for the new village hall is also being prepared and there are no issues at this point. A draft is anticipated by mid-May.</p> <p>The Clerk reported that there had been one payment into the Co-Op Bank Account since the last meeting, a cheque is to be presented to this meeting to transfer that payment to Unity Trust Bank. He suggested that Co-Op account remain open for one more month to ensure nothing has been missed. He asked if Cllr Webb could close the Co-Op 'Business Select Instant Access Account' which contains £3.99.</p> <p>The Clerk reported that savings account interest rates vary from 0.2% to 0.8% (for</p>	<p>Cllrs Webb / Fay</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Webb</p>

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050.8/19	<p>notice accounts), and asked for further time to investigate. Councillors suggested asking CALC and other Clerks in the area.</p> <p>A list of bills for payment was presented and agreed.</p> <table border="1" data-bbox="300 398 1265 1048"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Worcestershire CALC</td> <td>Councillor Training</td> <td>£25.00</td> </tr> <tr> <td>ROSPA</td> <td>Play Area Inspection</td> <td>£86.40</td> </tr> <tr> <td>Archer's Signs</td> <td>20's Plenty Rigid Signs</td> <td>£409.44</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>20's Plenty Stickers</td> <td>£71.00</td> </tr> <tr> <td>Smartwater</td> <td>178 x Packs</td> <td>£1,949.10</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Services</td> <td>£242.25</td> </tr> <tr> <td>Gary Haynes</td> <td>Grass Cutting x 2</td> <td>£250.00</td> </tr> <tr> <td>Npower</td> <td>Parish Lighting 1st April - 4th May 2018</td> <td>£341.95</td> </tr> <tr> <td>Npower</td> <td>Parish Lighting 5th May - 31st Mar 2019</td> <td>£3,300.74</td> </tr> <tr> <td>Npower</td> <td>Parish Lighting Sensor Apr - May 18</td> <td>£18.97</td> </tr> <tr> <td>Npower</td> <td>Parish Lighting Sensor May 18 - Mar 19</td> <td>£154.87</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary March / April (by SO)</td> <td>£430.00</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment March / April</td> <td>£107.50</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Supplies February / March</td> <td>£53.39</td> </tr> </tbody> </table>	Supplier	Services	Payment	Worcestershire CALC	Councillor Training	£25.00	ROSPA	Play Area Inspection	£86.40	Archer's Signs	20's Plenty Rigid Signs	£409.44	Andrew Billau (Clerk)	20's Plenty Stickers	£71.00	Smartwater	178 x Packs	£1,949.10	Gary Haynes	Lengthsman Services	£242.25	Gary Haynes	Grass Cutting x 2	£250.00	Npower	Parish Lighting 1st April - 4th May 2018	£341.95	Npower	Parish Lighting 5th May - 31st Mar 2019	£3,300.74	Npower	Parish Lighting Sensor Apr - May 18	£18.97	Npower	Parish Lighting Sensor May 18 - Mar 19	£154.87	Andrew Billau (Clerk)	Salary March / April (by SO)	£430.00	HMRC	Tax Payment March / April	£107.50	Andrew Billau (Clerk)	Office Supplies February / March	£53.39	Clerk
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050.9/19	<p>Cllr Deeming asked if the quote for Village Hall refurbishment could be added to the agenda, Cllr Westbury agreed. Cllr Deeming reported that a quote to refurbish the kitchen and the men's toilets had been received. This amounted to £10,350 + VAT. Councillors suggested that the Village Hall trustees should discuss the quote and bring a proposal back to the Parish Council. Cllr Deeming to action.</p>	Cllr Deeming																																													
051/19	Highways and Environment																																														
051.1/19	The Clerk reported on work undertaken by the lengthsman. Training for the lengthsman needs to be arranged.	Clerk																																													
051.2/19	The Clerk reported that the insurance reimbursement payment for the new lamppost in Ten Ashes Lane had been received, this amounts to just over £2,400. Western Power have reconnected post 54 on Oakfield Drive, but are unable to disconnect a post 56 as they would be unable to reconnect. A refund has been issued for this work. Clerk to ask contractor for advice on the condition of post 56.	Clerk																																													
051.3/19	The Clerk reported that post 5 on Cofton Church Lane had been badly damaged by impact from a vehicle and was not repairable. An insurance claim had been raised for its replacement.																																														
051.4/19	The Clerk reported that repairs had been made to the foundation of post 44 on Ashmead Drive, however the column itself remains unstable. Suppliers have advised that this has been hit by a vehicle and they are unable to look at repairs unless the post is removed and returned to them, at the PCs expense. The Clerk advised he has written to the suppliers expressing the PC's dissatisfaction and suggested that an insurance claim should be raised for its replacement. This was agreed.	Clerk																																													
051.5/19	Councillors discussed the damaged gate at the entrance to the Stocken, caused by an act of vandalism. It was suggested that the Canal and River trust held responsibility for the																																														

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051.6/19	gate. Clerk to contact them. Cllr Pattison reported that '20's plenty' Wheelie Bin stickers had been purchased and had arrived, the rigid signs have been ordered and are due for delivery imminently. These will be utilised on the new development.	Clerk Cllr Pattison
051.6/19	Cllr Pattison reported on the status of access to the Old Sewage Works site. St Modwen continue to insist that all adjacent residents should sign a letter agreeing to the proposal. The Clerk has written to St Modwen asking if they would consider selling a strip of land to enable to PC to take control of access into the area. St Mowen have ignored this request and continue to reiterate that residents should be consulted by letter, the situation has now reached an impasse. Councillors asked that a letter expressing disappointment be sent to St Modwen. Cllr Pattison to draft a letter for the Clerk to send. Hortons will be asked to verify ownership of land in the area as part of their investigations.	Cllr Pattison
051.7/19	Cllr Pattison suggested visiting Rednal Social Club to attempt to verify location of the strip of land in the Council's ownership. Cllr Deeming offered to assist.	Cllrs Pattison / Deeming
051.8/19	The Clerk reported that the annual ROSPA inspection of the play area had taken place, Cllr Slack asked if an issue with the Rocking Horse, as reported last year, had been reported again this year. Clerk to circulate the report to all Councillors.	Clerk
051.9/19	Cllr Pattison reported he had carried out the monthly play area inspection and that there are no safety issues.	
052/19	Community Services	
052.1/19	Councillors discussed form of recognition for the litter picker, and agreed that a garden token would be appropriate. Cllr Deeming proposed a sum of £50, Cllrs Fay and Slack suggested £100, this was seconded by Cllr Pattison with all in favour. Clerk to obtain a national garden token to the value of £100 and prepare a certificate for presentation.	Clerk
052.2/19	The Clerk advised Councillors that the first batch of smartwater kits had been ordered and were due for delivery soon. Dates for distribution to be discussed at next meeting.	
052.3/19	Councillors discussed the draft Memorials Policy which had been prepared by the Clerk. Some minor amendments were agreed. Clerk to make changes and recirculate for approval.	Clerk
052.4/19	Investigation into future Christmas decorations carried forward, Cllr Pattison offered to assist with meeting potential suppliers.	Clerk
052.5/19	Councillors asked if the bus shelter on Groveley Lane could be jet washed due to its very unpleasant smell. Clerk to arrange.	Clerk
052.6/19	Councillors asked that the letter to estate agents, asking for signs to be removed, could be re-issued. Clerk to action.	Clerk
052.7/19	Cllr Duncan requested that the Chairman's Chain of Office be brought up to date, Cllr Westbury to investigate.	Cllr Westbury
053/19	Planning	
053.1/19	Cllr Duncan reported on the following applications: - 19/00150, for a second storey extension at 103 Barnt Green Road - granted	

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053.2/19	<ul style="list-style-type: none"> - 19/00146 for an extension at 119 Barnt Green Road – granted - Small extension at 6 Lickey Coppice – granted - Oak Frame building at 6 Cofton Church Lane – pending <p>Councillors discussed the following new applications:</p> <ul style="list-style-type: none"> - 19/00267, 2 storey extension at 15 Reservoir Road – no objections - 19/00319, retrospective application for amendments to new build at 101 Barnt Green Road - no objections - 19/00341, retrospective application by St Modwen for temporary vehicular access for show home – no objections - 19/00383, Change of Use for doggy day care at Cofton Church Lane. Councillors discussed and agreed they had objections to this application, Cllr Duncan to formulate objection for response to BDC. - 19/00406, extensions at 7 Ashmead Drive. There are no plans available for this application, Cllr Duncan to ask for plans. - TPO 19/029, application to trim Tulip tree at 35 Ten Ashes Lane, no objections. 	<p>Cllr Duncan</p> <p>Cllr Duncan</p>
053.3	<p>Cllr Westbury offered his thanks to Cllr Duncan, who is standing down at this election. Cllr Duncan has made an outstanding contribution to the Parish Council over the last 50 years, with some of those years as Chairman.</p>	
054/19	Communications	
054.1/19	<p>The Clerk reported that the newsletter had gone to printers and would be available for collection shortly.</p>	
054/19	Correspondence Received	
	<p>Nothing to report.</p>	
055/19	Date of Next Meeting	
	<p>The next Parish Council meeting was agreed as Monday 13th May 2019 at 7.30pm.</p> <p>The meeting ended at 9.30pm.</p>	