

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 13th May 2019

PRESENT:

Councillors:

Cllr Mr R Westbury (Chair)
Cllr Mr M Pattison
Cllr Mr G Cook
Cllr Mr J Slack
Cllr Mrs J Webb
Cllr Mrs J Fay

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr R Deeming

Cllr Ms C Fryer did not attend.

There were 2 members of the public in attendance.

Agenda Item	Discussion and Decisions	Action
056/19	Election of Chair and Vice Chair	
056.1/19	The Clerk asked if there were any nominations for Chair. Cllr Slack proposed that Cllr Westbury be elected as the new Chair, this was seconded by Cllr Fay. There were no other nominations. All were in favour of the proposal and therefore Cllr Westbury was duly elected Chair of Cofton Hackett Parish Council. Cllr Westbury took his place at the table.	
056.2/19	Cllr Westbury asked for nominations for Vice-Chair. Cllr Fay proposed Cllr Pattison as Vice-Chair, this was seconded by Cllr Webb with all in favour. Cllr Pattison was therefore elected as Vice-Chair of Cofton Hackett Parish Council.	
056.3/19	Cllr Westbury welcomed Cllr Cook to the Parish Council. The recent election was uncontested and there are still 3 vacant seats. The Clerk advised that in these circumstances, new Councillors can be co-opted without the positions being advertised. Mrs Jennifer Webb indicated she was willing to be co-opted back onto the Parish Council. Cllr Westbury proposed that she be co-opted, this was seconded by Cllr Slack with all in favour. Cllr Webb was welcomed back to the Parish Council.	
057/19	Apologies Apologies were received from Cllr Deeming, these were accepted. Cllr Fryer did not attend.	
058/19	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.	

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	<ul style="list-style-type: none"> • 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 	
059/19	<p>Dispensations</p> <p>There were no applications for dispensations received.</p>	
060/19	<p>Public Forum</p> <p>There were two members of the public in attendance.</p> <p>A resident from Ten Ashes Lane raised the issue of traffic entering Ten Ashes Lane, contravening the 'No Access' sign, he added that traffic entering there is often speeding and that pedestrians are at risk. He showed a copy of an email he had sent to County Councillor McDonald expressing concerns raised by many residents and that there could well be a fatality if nothing is done. He said that Councillor McDonald had advised that there would need to be several incidents for any action to be taken. In addition, there is no budget available to make any changes.</p> <p>The resident put forward a number of suggestions to attempt to alleviate the problem. Councillors expressed sympathy with the resident's concerns but explained that this issue had been raised several times at Parish Council meetings. Concerns have been passed on to the Police, Highways Department and our Member of Parliament. Responses have said that the 'No Access' order is effectively unenforceable, was put in place when the Rover Group factory was in operation and should probably now be revoked. Councillors added that the Parish Council has no jurisdiction on highway matters and suggested that residents should continue to approach Councillor McDonald directly.</p> <p>The Clerk said he would invite Cllr McDonald to the Parish Council's meeting in June and let the resident know if he will be attending.</p> <p>Members of the public then left the meeting.</p>	Clerk
061/19	<p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p>	
062/19	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 15th April 2019 were agreed as a correct record of the meeting, proposed by Cllr Pattison, seconded by Cllr Slack with all in favour.</p>	

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<p>063/19</p> <p>063.1/19</p> <p>063.2/19</p> <p>063.3/19</p> <p>063.4/19</p>	<p>Chairman's Report</p> <p>Cllr Westbury spoke about allocation of Councillors to Committees, with Cllr Duncan standing down there is now an issue with the planning committee. Cllr Slack suggested that planning applications be split and allocated to</p> <ul style="list-style-type: none"> - Cofton Fields Estate to be reviewed by Cllrs Pattison, Fryer and Cook - Green Belt area to be reviewed by Cllr Slack - Cofton Hackett settlement to be reviewed by Cllr Fay and Webb <p>Councillors agreed this was a good solution. Clerk to allocate new planning applications going forward.</p> <p>Cllr Slack to provide definition of 'green belt area'</p> <p>Cllr Slack and Cllr Webb will continue as Finance and General Purposes Chair and Vice-Chair</p> <p>Cllr Pattison and Cllr Fay will continue as Highways, Environment and Community Services Chair and Vice-Chair.</p> <p>Cllr Westbury will take over as Communications Chair, supported by Cllr Fryer.</p>	<p>Clerk</p> <p>Cllr Slack</p>
<p>064/19</p> <p>064.1/19</p> <p>064.2/19</p> <p>064.3/19</p> <p>064.4/19</p> <p>064.5/19</p> <p>064.6/19</p> <p>064.7/19</p>	<p>Highways and Environment</p> <p>The Clerk reported on work undertaken by the lengthsman. Training for the lengthsman needs to be arranged.</p> <p>Cllr Pattison reported that the lengthsman is unable to clean and disinfect the bus shelter on Groveley Lane as he does not have access to a water supply. Cllr Fay has contacted Bromsgrove District Council who have agreed to carry out the cleaning. Clerk to write to bus company to complain about drivers using the shelter as a toilet.</p> <p>The Clerk advised that replacements for street lighting post 44 Ashmead Drive and post 5, Cofton Church Lane are being pursued as insurance claims. Western Power have provided quotes for connection services and Cofton Spark has quoted to remove old posts and install new. Clerk to progress claims and replacements.</p> <p>Cllr Pattison reported that it had been confirmed that St Modwen are the owners of the land which could provide access to the Old Sewage Works site. He made a suggestion that the Parish Council write to all adjacent residents asking if they would be prepared to allow access for new allotment holders via their premises in return for a reduced rental rate for their own allotment. Councillors discussed the situation and possible means of access. Cllr Webb agreed to investigate the ownership of the Cofton Gardens access point and whether there were covenants attached. Any contact with residents to be deferred until this is available.</p> <p>The Clerk reported he had been unable to determine responsibility for replacement of the damaged gate at the Stocken. It was agreed that, as the Parish Council has no real interest in seeing the gate replaced, the Clerk should write to Canal and River Trust and to Cofton Lake to state the Council's position.</p> <p>Cllr Pattison reported that Horton's are making progress on identifying land in the PC's ownership. Clerk to provide boundary map of Cofton Hackett Village Hall area to Cllr Pattison. Cllr Pattison and Cllr Fay will visit Rednal Social Club to attempt to verify location of the strip of land in the Council's ownership.</p> <p>The Clerk reported that Bromsgrove District Council had now agreed to consider</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Webb</p> <p>Clerk</p> <p>Clerk</p>

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064.8/19 064.9/19	<p>moving a litter bin from Lickey Road to the Groveley Lane bus stop, following intervention from Cllr Pattison.</p> <p>Cllr Pattison reported that the annual ROSPA inspection of the play area had raised two low risk issues – wear on the chains of the swings and a missing bolt cover on the rocking horse. He has inspected these and feels that neither is a major cause for concern at present but will continue to be monitored. It was suggested that a cost be obtained for replacing the base material with a single pour. Cllr Pattison to investigate.</p> <p>Cllr Pattison reported he had carried out the monthly play area inspection and that there are no safety issues.</p>	Cllr Pattison
065/19 065.1/19 065.2/19 065.3/19 065.4/19 065.5/19 065.6/19 065.7/19 065.8/19 065.9/19 065.10/19	<p>Planning</p> <p>Cllr Duncan had sent his final planning report, which the Clerk read out:</p> <p>19/00513/CPL - 119 Barnt Green Road a Certificate of Lawful Use where we have no influence and there are no drawings on the system. This relates to 19/00146/FUL which we approved. Extensions to a Bungalow just by the footpath off BG Rd, not seen from the road.</p> <p>19/00464/CPL - 27 Barnt Green Road. Another Certificate of Lawful Use. A single storey side to replace existing for which there are no drawings on the system. Again we have no influence.</p> <p>TPO 19/029 - 35 Ten Ashes Lane, Tulip Tree, applicant wants to thin out and remove some branches. This has been approved.</p> <p>19/00406/CPL - 7 Ashmead Drive. Single storey rear and single storey side extension. Another Certificate of Lawful Use. No drawings on the system but has now been approved.</p> <p>19/00383/FUL - Beaumont, Cofton Church Lane. Change of use to form 'doggy daycare compound'. Pending consideration. Richard may know more.</p> <p>19/00341/FUL - Retrospective application for a temporary vehicle access with 8 parking spaces associated with show home complex. Approved</p> <p>19/00317/FUL - 32 Oakfield Drive. First Floor side extension. Pending consideration.</p> <p>19/00319/FUL - 101 Barnt Green Road. Retrospective for change to new dwelling (sloping roof rather than gable and double frontage) Approved.</p> <p>19/00267/FUL - 15 Reservoir Road. Two storey extension to rear of property. Approved</p> <p>19/00169/FUL - 6 Cofton Church Lane. Construction of Oak framed garage to side of house. Approved.</p>	
066/19 066.1/19	<p>Finance and General Purposes</p> <p>Cllr Slack advised that the report for maintenance work required at the Mission Hall had been received. Items required to be addressed are Electrical Safety Certificate, Gas Safety Certificate, double glazing and some damp / drains investigative works. It was agreed that contractors should be asked to visit and report on the condition of the</p>	

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066.2/19 066.3/19 066.4/19	<p>electrical and gas installations.</p> <p>The Clerk reported that the Co-Op Bank Account was no longer being used and could be closed. Cllr Webb advised that the Clerk should write to the bank requesting closure, with at least two signatory Councillors signing the letter.</p> <p>The Clerk reported that savings account interest rates vary from 0.2% to 1.3% (for 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="300 618 1257 1447"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Cofton Hackett Village Hall</td> <td>Premises Hire</td> <td>£70.96</td> </tr> <tr> <td>Proper Agency</td> <td>Website</td> <td>£30.00</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>£107.90</td> </tr> <tr> <td>Worcestershire CALC</td> <td>Membership 2019-20</td> <td>£1,082.64</td> </tr> <tr> <td>Heron Press</td> <td>Newsletter Spring 2019</td> <td>£385.00</td> </tr> <tr> <td>Andrew Billau</td> <td>Gift Vouchers, Cllr Duncan / Litter Picker</td> <td>£153.98</td> </tr> <tr> <td>Andrew Billau</td> <td>Gift Voucher, Cllr Duncan</td> <td>£52.95</td> </tr> <tr> <td>Andrew Billau</td> <td>Champagne, Cllr Duncan</td> <td>£21.00</td> </tr> <tr> <td>Western Power Distribution</td> <td>Disconnect and Connect Post 5 CCL</td> <td>£4,604.58</td> </tr> <tr> <td>Western Power Distribution</td> <td>Disconnect and Connect Post 44 Ash D</td> <td>£1,293.79</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting</td> <td>£107.90</td> </tr> <tr> <td>Western Power Distribution</td> <td>Makesafe Post 5 CCL</td> <td>£526.34</td> </tr> <tr> <td>Gary Haynes</td> <td>Grass Cutting</td> <td>£250.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Services</td> <td>£242.25</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary April / May (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>£33.65</td> </tr> </tbody> </table>	Supplier	Services	Payment	Cofton Hackett Village Hall	Premises Hire	£70.96	Proper Agency	Website	£30.00	Cofton Spark	Street Lighting	£107.90	Cofton Spark	Street Lighting	£107.90	Worcestershire CALC	Membership 2019-20	£1,082.64	Heron Press	Newsletter Spring 2019	£385.00	Andrew Billau	Gift Vouchers, Cllr Duncan / Litter Picker	£153.98	Andrew Billau	Gift Voucher, Cllr Duncan	£52.95	Andrew Billau	Champagne, Cllr Duncan	£21.00	Western Power Distribution	Disconnect and Connect Post 5 CCL	£4,604.58	Western Power Distribution	Disconnect and Connect Post 44 Ash D	£1,293.79	Cofton Spark	Street Lighting	£107.90	Western Power Distribution	Makesafe Post 5 CCL	£526.34	Gary Haynes	Grass Cutting	£250.00	Gary Haynes	Lengthsman Services	£242.25	Andrew Billau (Clerk)	Salary April / May (by SO)	£430.00	HMRC	Tax Payment March / April	£107.50	Andrew Billau (Clerk)	Office Supplies February / March	£33.65	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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067.5/19	<p>Cllrs Slack / Pattison and the Clerk to prepare a list. Cllr Slack to first check that this would be acceptable to Bromsgrove District Council.</p> <p>The Clerk advised Councillors that the first batch of smartwater kits had been received, Cllr Pattison suggested that these should be distributed from the new Village Hall when it is complete and available. This was agreed. Clerk to inform Police that a likely date for distribution is during August.</p>	<p>Cllr Slack</p> <p>Clerk</p>
067.6/19	<p>Cllr Slack proposed that the revised Memorials Policy, as circulated by the Clerk, be approved and adopted, this was seconded by Cllr Pattison with all in favour. Clerk to publish on website.</p>	<p>Clerk</p>
067.7/19	<p>Cllr Webb asked if the Clerk could investigate what the recent issues with the flagpole were and if help was needed.</p>	<p>Clerk</p>
068/19	<p>Communications</p>	
068.1/19	<p>Cllr Westbury advised the next newsletter would be published in July and asked Councillors to submit items by the end of June.</p>	<p>All</p>
069/19	<p>Correspondence Received</p> <p>Nothing to report.</p>	
070/19	<p>Date of Next Meeting</p> <p>The next Parish Council meeting was agreed as Monday 17th June 2019 at 7.30pm.</p> <p>The meeting ended at 9.55pm.</p>	