



## 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 21<sup>st</sup> October 2019, at 7:30pm** in Cofton Village Hall, Village Hall Way, B45 8PD

**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 16<sup>th</sup> September 2019 and to sign them as a true record.
7. **Chairman's Report:** Cllr Pattison to report in Cllr Westbury's absence:
8. **Community Services:**
  - 8.1. Update on proposal to achieve compliance with the Cofton Hackett Village Hall lease by end of December 2019 - Cllr Webb
  - 8.2. Update on request for funding towards clearance of overgrown vegetation at Cofton Hackett Village Hall – Cllr Webb
  - 8.3. To report on public meeting with Mainstay & St Modwen re the management fees for the Cofton Fields Estate – Cllr Pattison
  - 8.4. Update on progress of Old Sewage Works allotment site – Cllr Pattison
  - 8.5. To discuss and agree Christmas lighting for 2019, following meeting with 'The Christmas Decorators' company – Clerk / Cllr Pattison
  - 8.6. To discuss tree pruning on Myhill field allotments – Cllr Pattison
  - 8.7. Update on bulb planting – Cllr Pattison
  - 8.8. Brief report on the Village walk – Cllr Pattison
  - 8.9. To discuss and agree on possible senior's Christmas party for 2019 - All
9. **Highways and Environment:**
  - 9.1. Lengthsman report – Clerk
  - 9.2. Street lighting report – Clerk
  - 9.3. Update on cleaning of bus shelter at Groveley Lane – Cllr Fay
  - 9.4. To report on water run-off from the new path onto Cofton Church Lane – Cllr Deeming

- 9.5. Update on soft surface area at Myhill Field play area – Cllr Pattison
- 9.6. To report on monthly play area inspection – Cllr Pattison
- 10. Finance and General Purposes:** Cllr Slack to report:
  - 10.1. To agree increase to Clerk’s hourly rate as per revised NALC salary scales, to be backdated to April 2019 - All
  - 10.2. To agree rationalisation and retention of paper files moved from Cofton Hackett Village Hall, in accordance with the Parish Council’s document retention policy - Clerk
  - 10.3. Update on section 106 monies due to be received this year - Clerk
  - 10.4. To discuss budget for 2010 / 2021
  - 10.5. To consider request for grant for ‘Cradle to Crayon’ initiative – Cllr Westbury
  - 10.6. To review and agree revised Risk Assessment – All
  - 10.7. To review and agree proposed Code of Conduct – Cllr Pattison
  - 10.8. Update on status of PC email addresses and decide way forward – Cllrs Fay / Deeming / Cook
  - 10.9. **Bills for Payment:** A list of the bills will be circulated for approval.
- 11. Planning:**
  - 11.1. To update on application decisions since last meeting - Clerk
  - 11.2. To discuss and agree responses to applications received:
    - 11.2.1 19/01281/HHPRIO Extension at 161 Barnt Green Road
- 12. Communications:** Cllr Fryer to report:
  - 12.2. Items for next newsletter
- 13. Correspondence Received** – Clerk to Report
- 14. Items for discussion at next meeting** – All
- 15. Date and Time of next Parish Council Meeting:** Monday 18<sup>th</sup> November 2019 at 7.30pm, Cofton Village Hall, Village Hall Way, B48PD

Clerk to the Parish Council ..... 15<sup>th</sup> September 2019