

Cofton Hackett Parish Council

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

PRESENT:

Councillors:

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

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

None

Agenda Item	Discussion and Decisions	Action
137/19	Apologies There were no apologies, all Councillors were in attendance.	
138/19	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	
139/19	Dispensations There were no applications for dispensations received.	
140/19	Public Forum There were no members of the public in attendance.	

Agenda Item	Discussion and Decisions	Action
<p>141/19</p> <p>141.1/19</p> <p>141.2/19</p> <p>141.3/19</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>County Councillor McDonald was unable to attend but had advised that he will be giving away Smartwater to anyone in his Division at his surgery, to be held on Saturday 7th December at the Rubery Library between 11.00am and 12.30pm. Cllr Pattison pointed out that take-up of the Smartwater kits purchased by the Parish Council had been slow.</p> <p>Cllr Fay reported that she had attended the meeting of Cofton Hackett Village Hall trustees. There are some snagging issues with the new hall which the builders will be returning to address. Bookings are good but there is still availability on weekday afternoons.</p> <p>Cllr Cook reported on his attendance at the CPRE meeting. Officers have been re-elected but the current chair is standing down. Cllr Cook distributed a document which discusses Landscape Value Buffer Areas, Cofton Common is an example of such an area.</p>	
<p>142/19</p>	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 21st October 2019 were agreed as a correct record of the meeting and signed by the Chairman.</p> <p>Cllr Westbury referred to actions arising from the last meeting and received updates on each item.</p>	
<p>143/19</p> <p>143.1/19</p>	<p>Chairman's Report</p> <p>Cllr Westbury referred to the referendum for the Neighbourhood Plan, to be held on December 12th and asked Councillors to encourage residents to vote.</p>	
<p>144/19</p> <p>144.1/19</p> <p>144.2/19</p> <p>144.3/19</p> <p>144.4/19</p> <p>144.5/19</p>	<p>Highways and Environment</p> <p>The Clerk reported on work undertaken by the lengthsman since the last meeting. Councillors raised a number of issues which they requested the lengthsman to attend to. Clerk to advise lengthsman.</p> <p>The Clerk reported that there were currently two lighting faults in the Parish which have been reported to the contractor. Cllr Westbury to advise Clerk of faults in Reservoir Road. Cllr Webb advised that there had been some flooding near Shadow Close and a problem with the road surfacing outside 17 Oakfield Drive. Clerk to investigate and report.</p> <p>Cllr Pattison reported that St Modwen had attended to the issue of the water run-off from the new footpath onto Cofton Church Lane but that there was still a significant problem. There are concerns that as the weather grows colder water could freeze, becoming a danger. Cllr Deeming has raised the issue with WCC. Councillors asked if Cllr Deeming could speak to BDC Planning Department and also to St Modwen.</p> <p>Cllr Slack noted that a small memorial had appeared on the Stocken. This is to commemorate the runner who passed away there approximately 12 months ago. Councillors agreed they have no objections.</p> <p>Cllr Pattison reported that he had carried out monthly inspections of the Myhill Field play area, there are no serious issues. An electronic version of the checklist is now being used.</p>	<p>Clerk</p> <p>Cllr Westbury</p> <p>Clerk</p> <p>Cllr Deeming</p>

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145/19	Finance and General Purposes																																								
145.1/19	Councillors discussed the implications of the Dojo martial arts group serving notice to vacate the Old Mission Hall at the end of the year. It was noted that significant income for the Parish Council is generated from its rental. The Clerk was asked to arrange a meeting with Truslove Estate Agents to obtain a view on the commercial viability of the premises and its potential for re-letting. Cllr Fryer suggested that the Rubery 'swap-shop' could make use of the premises if a new tenant cannot be found.	Clerk																																							
145.2/19	The Clerk and Cllr Slack reported that it had still not been possible to obtain a clear and definite response regarding section 106 monies due to the Parish. Clerk to write to BDC once more with a more strongly worded email.	Clerk																																							
145.3/19	Cllr Slack presented a first draft budget for 2020/21, including some budgetary figures suggested by Cllr Pattison. He asked Councillors to further consider items for the budget, to be discussed in detail at the next meeting.	All																																							
145.4/19	The revised Risk Assessment had been circulated, with some minor amendments made by Cllrs Pattison and Slack. Cllr Slack pointed out that the Continuity Plan does not exist at present and a draft (at least) needs to be prepared before the next audit. Cllr Pattison proposed that the Risk Assessment be approved, seconded by Cllr Cook and all in favour. The revised Risk Assessment was therefore adopted. Clerk to publish.	Clerk																																							
145.5/19	The revised Code of Conduct had been circulated by the Clerk. This is based on the standard NALC document with an additional section added regarding Councillor communications and collective responsibility. Cllr Fryer proposed that the Code of Conduct be approved, seconded by Cllr Fay and all in favour. The Code of Conduct was therefore adopted. Clerk to correct formatting errors and publish.	Clerk																																							
145.6/19	Councillors signed individual Acceptance of the Code of Conduct declarations and returned them to the Clerk.																																								
145.7/19	Cllrs Deeming and Cook still need to set up the new PC email addresses and Cllr Fay has issues with the new email. An alternative means of accessing emails was suggested, using the online email interface. Clerk to advise Councillors of means of access and login details.	Clerk																																							
145.8/19	A list of bills for payment was presented and agreed.																																								
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<p>147/19</p> <p>147.1/19</p>	<p>Planning</p> <p>Application 19/01395 for a temporary sales area at the Longbridge East and River Arrow development site was discussed. It was agreed the Council has no objections to this application. Clerk to respond.</p>	<p>Clerk</p>
<p>148/19</p> <p>148.1/19</p>	<p>Communications</p> <p>Cllr Fryer advised that she had received the majority of items for the next newsletter, items to be submitted to Clerk for collation and printing by 22nd November.</p>	<p>Cllr Fryer</p>

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149/19	<p>Correspondence Received</p> <p>No additional correspondence received.</p>	
150/19	<p>Items for Next Meeting</p> <p>No additional items advised.</p>	
151/19	<p>Date of Next Meeting</p> <p>The next Parish Council meeting was agreed as Monday 9th December 2019 at 7.30pm, at Cofton Village Hall.</p> <p>The meeting ended at 9.30pm.</p>	