

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 20th January 2020

PRESENT:

Councillors:

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

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr R Westbury

Cllr C Fryer did not attend.

Agenda Item	Discussion and Decisions	Action
001/20	Apologies Apologies were received from Cllr Westbury (Holiday), these were accepted. Cllr Fryer did not attend.	
002/20	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	
003/20	Dispensations There were no applications for dispensations received.	
004/20	Public Forum There was 1 member of the public in attendance. A question was asked about the future of Cofton Hackett Village Hall, there are concerns that now the new hall is up and running and being heavily promoted, the original hall will	

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	<p>become unused with the land sold off for development. Councillors assured the resident that a period of more than 9 years remains on the lease for Cofton Hackett Village Hall and it will continue to operate alongside the new hall. The hall is currently undergoing refurbishment. Councillors added that the Parish Council owns the land on which the hall stands and has no plans whatsoever to dispose of the land.</p>	
<p>005/20 005.1/20</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>Cllr Cook reported on the CPRE meeting held on 14th January. The current chair is standing down, there are no volunteers to take the chair at present. The Bromsgrove Local plan review is now completed, there is an overhang of housing need from Birmingham resulting in added pressure on Bromsgrove, Coleshill and Lichfield to identify sites. The call for sites identified a potential 309 sites. The Black Country plan review was unable to contribute land, even via brownfield sites, probably due to the cost of remediation. Next meeting is 10th March.</p>	
<p>006/20</p>	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 9th December 2019 were agreed as a correct record of the meeting and signed by the Chairman.</p>	
<p>007/20 007.1/20 007.2/20</p>	<p>Chairman's Report</p> <p>Cllr Pattison reported that referendum for the Neighbourhood Plan, held on December 12th had resulted in a resounding 87% 'yes' vote.</p> <p>A confidential item was deferred until the end of the meeting.</p>	
<p>008/20 008.1/20 008.2/20 008.3/20</p>	<p>Finance and General Purposes</p> <p>Cllr Slack presented the revised draft budget for 2020/21 which had been discussed at the December meeting and which now included consideration for the tax base calculations for the year. The budget includes earmarked reserves of £5,000 for potential adoption of the Cofton Fields estate, and reserves of £2,500 towards Christmas lighting for the parish. The proposed precept figure for 2020/21 is £47,290, consequently, a Band D property charge will increase from £40.35 to £43.45 (a 7% increase). Cllr Slack proposed that the budget be approved, this was seconded by Cllr Webb with all in favour. The budget for 2020/21 and the precept demand figure of £47,290 was therefore approved. Clerk to send demand to Bromsgrove District Council.</p> <p>The Clerk reported that over the Christmas break, two potential tenants for the (now vacant) Mission Hall had been identified. Councillors had agreed, via email, to offer the tenancy to the fitness centre. The Clerk added that the hall had been left in reasonable condition by the outgoing tenants. The new tenants had since revisited the hall and have asked that a number of minor faults be attended to, they have also asked permission to install a new shower. Councillors agreed the repairs should be carried out at the Parish Council's expense and the suggested improvements could go ahead. Councillors suggested a 5-year lease should be drawn up, the Clerk to instruct Thorntons solicitors. Cllr Webb expressed some concern about the availability of car parking spaces. Clerk to raise issue with new tenants.</p> <p>Cllr Deeming and the Clerk reported that they had not received any further update from Bromsgrove District Council regarding the sum of £42,700 which is due to the PC for open spaces. Cllr Deeming agreed to follow up for the current position, Clerk to chase</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Deeming</p>

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008.4/20	<p>BDC as well.</p> <p>A draft Social Media policy, and a draft Communications policy had been prepared and circulated by the Clerk. He advised that the Social Media policy was based on a draft prepared by Cllr Pattison and agreed with Cllr Westbury, the Communications policy was based on the NALC standard with some additions relevant to Cofton Hackett Parish Council. Cllr Slack proposed that both these policies be ratified and approved, this was seconded by Cllr Deeming with all in favour. The policies were therefore adopted. Clerk to publish.</p>	Clerk																																																
008.5/20	It was agreed that the next policies to be addressed will be Training & Development and Complaints.	Clerk																																																
008.6/20	The Clerk reported that he had attended the second of the main CiLCA training courses and will be registering for the qualification in the next two weeks. The portfolio submission must be completed within 12 months.																																																	
008.7/20	The Clerk reported that only 2 Councillors were currently able to approve payments on the bank account and that the 3 others listed had expired due to inactivity. He asked that Councillors be reactive to requests for payment authorisations. Clerk to reinstate additional signatories.	Clerk																																																
008.8/20	A list of bills for payment was presented and agreed.																																																	
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009/20	<p>Highways and Environment</p> <p>009.1/20 Cllr Webb explained the recent issues with sewage blockage at Cofton Hackett Village Hall and the actions taken to try to identify the problem. It is thought that a BT telegraph pole has been driven directly into a sewer pipe, causing a blockage. Councillors discussed responsibility for the drainage, it is unclear whether this is a Parish Council or Village Hall responsibility, according to the terms of the lease. The Clerk explained that he had instructed BT to visit and inspect, for which there is a charge of £298, refundable if BT transpire to be at fault. Clerk to report back.</p>	Clerk																																																

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009.2/20	The Clerk reported on work undertaken by the lengthsman since the last meeting.	
009.3/20	The Clerk reported that there were currently two lighting faults in the Parish which have been reported to the contractor and are awaiting repair. The street light at Reservoir Road needs to be straightened.	
009.4/20	Cllrs Pattison and Slack reported that the water run-off from the new footpath onto Cofton Church Lane is not causing problems at present. This will be monitored.	
009.5/20	Councillors discussed rental rates for the allotments in 2020 and agreed a small increase of £1 per plot per annum, meaning a half plot is £21, a full plot is £31. Clerk to issue rental demands.	Clerk
009.6/20	Cllr Pattison reported that he had asked some play area companies to quote for repair of the soft surface at the Myhill Field play area. One company have asked for photographs, Cllr Pattison to send to Clerk for forwarding.	Cllr Pattison
009.7/20	Cllr Pattison reported that he had carried out the monthly inspection of the Myhill Field play area, there are no issues.	
009.8/20	Councillors agreed they had no objection to the notification of rerouting of footpath CH-520. Clerk to respond.	
009.9/20	Cllrs Webb and Slack asked that quotes be obtained for erection of a fence along the Stocken. Cllr Slack to forward details of fencing company, Clerk to seek further quotes.	Cllr Slack / Clerk
010/20	Community Services	
010.1/20	Cllr Pattison reported that there had been 11 'happy' responses regarding the proposed access to the Old Sewage Works allotment site, with 8 assumed to be happy due to no response being received. There have been 2 'not happy' responses. Clerk to write to St Modwen to explain current situation and seek approval to continue.	Clerk
010.2/20	Cllr Webb reported that she had been unable to meet with trustees of Cofton Gardens regarding the proposed tree pruning work. Clerk to send detailed proposal for the work to Cllr Webb for discussion with Cofton Gardens trustees	Clerk / Cllr Webb
010.3/20	Councillors agreed that the Christmas Party at Cofton Village Hall had been a great success, with attendees from both the new development and the older settlement. It was noted that some attendees appeared to be from outside Cofton Hackett and this needs to be monitored in future years. The Clerk was asked to write a thank you from the Parish Council to the organising committee.	Clerk
010.4/20	The Clerk advised that he had received a number of quotes for a new noticeboard at Cofton Village Hall. To provide a noticeboard of good quality, to take 18 x A4 pages, a sum of £2,000 would be sufficient. A figure of £175 has been quoted to install the noticeboard. Cllr Slack proposed this expenditure be approved, seconded by Cllr Pattison with all in favour. Clerk to place order.	Clerk
010.5/20	Cllr Pattison advised he had met with members of neighbouring Parish Councils and suggested using second hand items for possible Christmas lighting, at considerably less cost than first thought. Cllr Pattison and Clerk to pursue.	Cllr Pattison / Clerk

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<p>011/20</p> <p>011.1/20</p> <p>011.2/20</p>	<p>Planning</p> <p>Cllr Pattison reported that over the Christmas break the Parish Council had lodged an objection (as agreed via email) to application 19/01152 for 24 dwellings at Longbridge East and River Arrow development site.</p> <p>The Clerk reported that an application for demolition of conservatory and erection of an extension at 181 Barnt Green Road had been received. Cllr Slack to consider and propose a response.</p>	<p>Cllr Slack</p>
<p>012/20</p> <p>012.1/20</p>	<p>Communications</p> <p>Cllr Westbury will assume Chair of communications during Cllr Fryer's absence. The Spring newsletter will be due in March. All Councillors to consider items to be included.</p>	<p>All</p>
<p>013/20</p>	<p>Correspondence Received</p> <p>No additional correspondence received.</p>	
<p>014/20</p>	<p>Items for Next Meeting</p> <p>No additional items advised.</p>	
<p>015/20</p>	<p>Date of Next Meeting</p> <p>The next Parish Council meeting was agreed as Monday 17th February 2020 at 7.30pm, at Cofton Village Hall.</p> <p>The meeting ended at 9.15pm.</p>	