

Cofton Hackett Parish Council

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

This Meeting was held On-Line and via Dial-In due to Covid-19 Restrictions

PRESENT:

Councillors:

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

County Cllr Mr P McDonald

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

None

Cllr Ms C Fryer did not attend

Agenda Item	Discussion and Decisions	Action
046/20	Apologies There were no apologies. Cllr Fryer did not attend.	
047/20	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	
048/20	Dispensations There were no applications for dispensations received.	

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<p>049/20</p> <p>049.1/20</p>	<p>Public Forum</p> <p>There were 2 members of the public in attendance, both from Ashmead Rise. The residents explained that BT had installed several new telegraph poles in Ashmead Rise, there had been no prior consultation. The Clerk and Councillors confirmed that they had also received no prior consultation. A group of 43 residents from Ashmead Rise have prepared an objection letter to send to BT, which has been circulated to Councillors. Residents said that they need to understand why the new installation cannot be underground, as has been the case with some recent BT broadband connections. The residents asked the Parish Council for their support in the objection and for assistance in obtaining additional information about the installation. Councillors agreed that they would support the residents with any objection.</p> <p>Cllr Deeming advised that he had spoken with Bromsgrove District Council who confirmed that BT do not need permission to carry out installations of this type and do not need to inform the public. He added that he had made several calls to BT and was awaiting a response. Cllr Westbury advised that he had been informed that the installation was commissioned by Vodafone for broadband services and that they had been refused permission by BT to use their underground ducts. Clerk to try to contact Vodafone infrastructure services for information.</p> <p>County Cllr McDonald advised that Worcestershire County Council should have been consulted about the installation and that he would check if this had occurred.</p> <p>The residents suggested that a similar installation had been successfully opposed by Exeter Town Council and would send contact details to the Clerk.</p> <p>The residents thank Councillors for their support and then left the meeting.</p>	<p>Clerk</p> <p>Cllr McDonald</p> <p>Residents</p>
<p>050/20</p> <p>050.1/20</p> <p>050.2/20</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>County Councillor McDonald reported that County Hall is shut due to the Covid-19 situation and employees are working from home. Most of routine highways work is suspended although Ringway workers are being allowed to continue. Personal protection equipment for hospital workers is scarce in Worcestershire. There is a proposal to defer Council tax payments by at least two months.</p> <p>Cllr Cook expressed concern about the closure of the Artrix theatre in Bromsgrove, he said that a petition of more than 3,000 people had asked the District Council to help secure its future, he asked if the County Council was involved. Cllr McDonald suggested that the closure was not due entirely to the Covid-19 situation and that the Artrix may well have been forced to close in any case due to mounting debts.</p> <p>Councillors thanked Cllr McDonald for attending, he then left the meeting.</p>	
<p>051/20</p>	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 16th March 2020 were agreed as a correct record and will be signed by the Chairman at the next opportunity.</p>	
<p>052/20</p>	<p>Chairman's Report</p> <p>Cllr Westbury advised that due to the Covid-19 situation, the Annual Meeting of the Parish Council does not need to be held, the current Chairman can stay in post if he</p>	

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	wishes, Cllr Westbury indicated he was willing to do this. The Clerk advised that the Annual Parish Assembly also no longer needs to be held, he added that timelines for annual audit have also been pushed back with the final deadline being end of November instead of end of September.																																								
053/20	Finance and General Purposes																																								
053.1/2	The Clerk reported that the new tenants of the Mission Hall had not agreed to the payment of two-month's rent as proposed at the previous meeting. However they have stated that they have no intention of pulling out of the contract, having already paid their share of solicitor's fees. They have proposed a revised start date of 1 st August. Councillors agreed that under the circumstances, this was acceptable. Clerk to advise Trusloves and also instruct Hortons to continue with preparation of the lease on that basis.	Clerk																																							
053.2/20	Cllr Deeming reported that St Modwen's have still not released the £42,700 section 106 monies which are due to be paid to the PC for open spaces. Cllr Deeming will continue to chase.	Cllr Deeming																																							
053.3/20	Cllr Slack reported that at 2019-20 financial year-end, the Parish Council held cash reserves to the value of £91,000. He proposed that general reserves be amended to £55,000 and earmarked reserves held at £35,000. This was seconded by Cllr Pattison with all in favour. Clerk to update budget.	Clerk																																							
053.4/20	The Clerk asked that he is working on a scheme of delegation, to be circulated for approval before the next meeting.	Clerk																																							
053.5/20	<p>A list of bills for payment was presented and agreed.</p> <table border="1" data-bbox="300 1173 1246 1693"> <tbody> <tr> <td>Proper Agency</td> <td>Website Maintenance February</td> <td>£30.00</td> </tr> <tr> <td>Bayliss Group Ltd</td> <td>Window Repairs - Mission Hall</td> <td>£480.00</td> </tr> <tr> <td>Worcestershire CALC</td> <td>Membership 2020-21</td> <td>£1,121.53</td> </tr> <tr> <td>ROSPA Play Safety</td> <td>Playground Inspection</td> <td>£86.40</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Supplies - Viking</td> <td>£80.40</td> </tr> <tr> <td>Acer Trees</td> <td>Tree Pruning - Allotments</td> <td>£1,650.00</td> </tr> <tr> <td>Hortons Solicitors</td> <td>Interim Payment, Mission Hall Lease</td> <td>£546.00</td> </tr> <tr> <td>Proper Agency</td> <td>Website Maintenance March</td> <td>£30.00</td> </tr> <tr> <td>Mr & Mrs Pendlebury</td> <td>Allotment Key Deposit Refund</td> <td>£5.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Zoom Subscription 1 Month</td> <td>£14.39</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary March / April 2020 (by S/O)</td> <td>£580.91</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment March / April (by SO)</td> <td>£145.23</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Supplies Mar / April</td> <td>£42.40</td> </tr> </tbody> </table>	Proper Agency	Website Maintenance February	£30.00	Bayliss Group Ltd	Window Repairs - Mission Hall	£480.00	Worcestershire CALC	Membership 2020-21	£1,121.53	ROSPA Play Safety	Playground Inspection	£86.40	Andrew Billau (Clerk)	Office Supplies - Viking	£80.40	Acer Trees	Tree Pruning - Allotments	£1,650.00	Hortons Solicitors	Interim Payment, Mission Hall Lease	£546.00	Proper Agency	Website Maintenance March	£30.00	Mr & Mrs Pendlebury	Allotment Key Deposit Refund	£5.00	Andrew Billau (Clerk)	Zoom Subscription 1 Month	£14.39	Andrew Billau (Clerk)	Salary March / April 2020 (by S/O)	£580.91	HMRC	Tax Payment March / April (by SO)	£145.23	Andrew Billau (Clerk)	Office Supplies Mar / April	£42.40	
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054/20	Highways and Environment																																								
054.1/20	The Clerk advised that Openreach were due to inspect the damage to sewers at Cofton Hackett Village Hall this week but he had not heard back from them as yet. Clerk to monitor.	Clerk																																							
054.2/20	The Clerk reported that all payments for renewal of allotments have now been received.																																								

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054.3/20 054.4/20	Cllr Pattison reported that ROSPA play safety had carried out the annual inspection of the play area at Myhill Field. The inspection was thorough and the only issues reported are considered to be low-risk. The soft surface was reported as needing attention (this is in hand already) and the chains on the swings are showing some wear. Clerk to investigate suppliers of chains and swing seats. Cllr Pattison reported that a second quote for repair of the soft play area had been received and was for a similar sum to the first quote. A third quote is now required, Clerk to obtain quote.	Clerk Clerk
055/20 055.1/20 055.2/20 055.3/20	Community Services Cllr Pattison and the Clerk reported that there had been no further communication from St Modwen regarding the proposal for access to the Old Sewage Works allotment site. Clerk to monitor. The Clerk advised that a replacement flagpole is likely to cost in the region of £200 and asked for the contact number of the resident who flies flags on behalf of the PC. Cllr Deeming to supply contact number. Proposals for Christmas lighting deferred to next year.	Clerk Cllr Deeming
056/20 056.1/20	Planning Ref 20/00312, two-storey side extension at 4 Ten Ashes Lane, Cllr Fay advised that she had no objections to the application and the Clerk had updated Bromsgrove Planning portal. The application has since been granted.	
057/20 057.1/20	Communications The Summer newsletter will be published around June, Councillors to consider items for inclusion.	All
058/20	Correspondence Received Nothing to report.	
059/20	Items for Next Meeting No additional items advised.	
060/20	Date of Next Meeting The next Parish Council meeting is scheduled for Monday 18th May 2020 at 7.30pm, this will be an on-line and dial-in meeting, Clerk will advise meeting details. The meeting ended at 8.30pm.	Clerk