

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 18th May 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:

Cllr Ms C Fryer

Agenda Item	Discussion and Decisions	Action
061/20	Apologies Apologies were received from Cllr Fryer, these were accepted.	
061/20	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	
062/20	Dispensations There were no applications for dispensations received.	

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<p>063/20</p> <p>063.1/20</p>	<p>Public Forum</p> <p>There were 2 members of the public in attendance, both from Ashmead Rise. The residents provided an update on the situation regarding the installation of several new telegraph poles in Ashmead Rise. A total of 46 residents have written a letter of complaint to BT, supported by a letter from the Parish Council and from District Councillor Deeming. County Councillor McDonald has also contacted BT and Openreach. Residents reported that Openreach have agreed to carry out an investigation into the installation, although this may take 'some time'. They added that engineers had arrived on site to install cables but had been politely asked to leave as the installation is in dispute.</p> <p>None of the residents, nor the Parish Council, have received any communication from BT. Councillors agreed that the Clerk will send a follow up letter to BT requesting a response.</p> <p>Councillors thanked the two residents for their hard work on this issue, they then left the meeting.</p>	<p>Clerk</p>
<p>064/20</p> <p>064.1/20</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>County Councillor McDonald joined the meeting and was asked about his discussions with BT and Openreach. He confirmed that Openreach have agreed to carry out an investigation.</p> <p>County Councillor McDonald reported that County Hall is shut due to the Covid-19 situation and employees are working from home. There is an on-line meeting planned for 16th July with 57 officers invited. He added that the Labour position on schools reopening on 1st June is in support of the Union – i.e. do not return to school until absolutely safe to do so. A lack of PPE in care homes is causing severe difficulties.</p> <p>Councillors thanked Cllr McDonald for attending, he then left the meeting.</p>	
<p>065/20</p>	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 20th April 2020 were agreed as a correct record and will be signed by the Chairman at the next opportunity.</p>	
<p>066/20</p> <p>066.1/20</p> <p>066.2/20</p>	<p>Chairman's Report</p> <p>Cllr Westbury advised that there were currently no changes to arrangements for meetings due to the Covid-19 situation, the Annual Meeting of the Parish Council was not held, the current Chairman will stay in post.</p> <p>Cllr Westbury said he would like to have the next newsletter published in June and suggested Councillors include a summary of events over the last 12 months. Articles to be submitted by end of May.</p>	<p>All</p>
<p>067/20</p> <p>067.1/2</p>	<p>Finance and General Purposes</p> <p>Councillors discussed the report prepared by the Clerk regarding renewal of the street lighting electricity supply contract for the coming 12 months. The Clerk summarised the report and suggested to Councillors that Haven Power appeared to offer the most cost-effective quote. Cllr Pattison proposed that Haven Power be awarded the contract to</p>	

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<p>067.2/20</p> <p>067.3/20</p> <p>067.4/20</p> <p>067.5/20</p>	<p>supply electricity for the coming 12 months, this was seconded by Cllr Slack with all in favour. Clerk to make arrangements to put the new contract in place.</p> <p>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. He said he will now pass the issue to Bromsgrove District Council legal department to follow up.</p> <p>Cllr Westbury reported that the draft 'Scheme of Delegation' document had been circulated by the Clerk and asked for Councillors' views. Cllr Webb said she had some concerns about the powers assigned to Clerk. The Clerk and Cllr Westbury pointed out that most Parish Councils have such a document and it serves mainly to supplement the Clerk's job description and formalises delegation to the Clerk (and other officers, if a Committee structure was in place). After some discussion, Cllr Westbury proposed that the draft Scheme of Delegation be approved, with a review in 12 month's time. This was seconded by Cllr Cook with all in favour. Clerk to publish.</p> <p>Cllr Webb reported she was now set-up for Unity Trust Bank and is able to approve payments. The Clerk asked that Cllrs Cook and Deeming return the paperwork they will have been sent by the bank.</p> <p>A list of bills for payment was presented and agreed.</p> <table border="1" data-bbox="300 925 1246 1323"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Npower</td> <td>Electricity - Lighting Sensor 2019-20</td> <td>£173.18</td> </tr> <tr> <td>Npower</td> <td>Electricity - Parish Lighting 2019-20</td> <td>£3,693.30</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office 365 Subscription</td> <td>£59.99</td> </tr> <tr> <td>Proper Agency</td> <td>Website Maintenance April</td> <td>£30.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Services</td> <td>£200.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Grass Cutting x 2</td> <td>£250.00</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>£29.60</td> </tr> </tbody> </table>	Supplier	Services	Payment	Npower	Electricity - Lighting Sensor 2019-20	£173.18	Npower	Electricity - Parish Lighting 2019-20	£3,693.30	Andrew Billau (Clerk)	Office 365 Subscription	£59.99	Proper Agency	Website Maintenance April	£30.00	Gary Haynes	Lengthsman Services	£200.00	Gary Haynes	Grass Cutting x 2	£250.00	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	£29.60	<p>Clerk</p> <p>Cllr Deeming</p> <p>Clerk</p> <p>Cllrs Cook / Deeming</p>
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<p>068/20</p> <p>068.1/20</p> <p>068.2/20</p> <p>068.3/20</p> <p>068.4/20</p>	<p>Highways and Environment</p> <p>The Clerk advised that Openreach had attended site to inspect the damage to sewers at Cofton Hackett Village Hall and have promised to provide a report. He advised that Openreach have suggested they will arrange to have the pole held in position whilst repairs to the sewer pipe are made. Cllr Slack suggested that a quote be obtained from an established drainage company to make the repairs and the Parish Council consider providing a grant to Cofton Hackett Village Hall. Clerk to write to Cllr Webb requesting a quote be prepared.</p> <p>The Clerk reported that a third quote for repair of the soft play area had been requested and was due soon. Clerk to follow up.</p> <p>The Clerk reported that the street lighting contractor is slowly returning to work and will attend to a faulty light in Middle Drive. The LED replacement at Reservoir Road is awaiting parts.</p> <p>The Clerk reported that, with CALC's agreement, the Lengthsman has returned to work and had carried out several tasks over the last 3 weeks. Grass cutting has also restarted.</p>	<p>Clerk</p> <p>Clerk</p>																														

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<p>070/20</p> <p>070.1/20</p> <p>070.2/20</p> <p>070.3/20</p> <p>070.4/20</p>	<p>Planning</p> <p>At the request of Cllr Fay, Councillors held a short discussion about the arrangements for responses to planning applications. It was agreed that the current arrangements will stay in place, Clerk to ensure applications are allocated to the appropriate Councillors as soon as they are received.</p> <p>Application 20/00276, single storey extension at 6 Kendal End Road – The Parish Council has no objection, Clerk has posted the response.</p> <p>Application 20/00437, single storey extension at rear of 13, The Grove. The Clerk advised that following Parish Council comments, the site boundary on the application is now correct. Cllr Fay has provided comments with concerns about the size of the extension, Clerk to respond to planning officer.</p> <p>Application 19/01153.REM, reserved matters, 150 dwellings at Longbridge East and River Arrow. Cllrs Pattison and Cook have written an objection regarding lack of additional infrastructure and appearance of buildings. The objection has been posted by the Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
<p>071/20</p> <p>071.1/20</p>	<p>Communications</p> <p>The Summer newsletter will be published around June, Councillors to consider items for inclusion, to include a summary of the last 12 months.</p>	<p>All</p>
<p>072/20</p> <p>072.1/20</p>	<p>Correspondence Received</p> <p>The Clerk reported he had received correspondence regarding Japanese Knotweed growing at or near the Bilberry Centre. Councillors suggested this should be dealt with asap, Clerk to follow up.</p>	<p>Clerk</p>

Agenda Item	Discussion and Decisions	Action
073/20	<p>Items for Next Meeting</p> <p>No additional items advised.</p>	
074/20	<p>Date of Next Meeting</p> <p>The next Parish Council meeting is scheduled for Monday 15th June at 7.30pm, this will be an on-line and dial-in meeting, Clerk will advise meeting details.</p> <p>The meeting ended at 9.00pm.</p>	Clerk