



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 20th July 2020, at 7:30pm

This will be an on-line and dial in meeting

The meeting is open to all members of the public and the press.

If you wish to attend, please contact the Clerk for meeting details.

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 15th June 2020 and to sign them as a true record.
7. **Chairman's Report:** Cllr Westbury to report.
 - 7.1. Update on any changes to legislation due to Covid-19 and impact on the Parish Council.
8. **Finance and General Purposes:**
 - 8.1. To approve the Annual Governance and Accountability Return for 2019/20 – Clerk / All
 - 8.2. To approve draft lease for Mission Hall tenancy, to be signed by Clerk and two Councillors at earliest opportunity - Clerk
 - 8.3. To agree expenditure for tree pruning at the Mission Hall - Clerk
 - 8.4. To agree expenditure for guttering and roofing repairs at the Mission Hall - Clerk
 - 8.5. To review and approve Policies and Procedures
 - 8.5.1. Health and Safety Policy
 - 8.5.2. Grievance Procedure
 - 8.5.3. Disciplinary Procedure
 - 8.5.4. Equal Opportunities Policy
 - 8.6. Update on section 106 monies due to be received this year – Cllr Deeming
 - 8.7. Update on status of Unity Trust Bank signatories – Clerk
 - 8.8. Update on current budget and expenditure to date – Clerk
 - 8.9. **Bills for Payment:** A list of the bills will be circulated for approval.

9. Highways and Environment:

- 9.1. Update on residents' and Council's complaint to BT regarding telegraph poles at Ashmead Rise - Clerk
- 9.2. Update on damage and status of repairs to Cofton Hackett Village Hall drains – Clerk
- 9.3. To consider quotes and agree preferred contractor for repair of soft play surface at Myhill field play area – Clerk / Cllr Pattison
- 9.4. Report on incidences of graffiti around the Parish – Clerk
- 9.5. Update on possible rat infestation problem at Groveley Lane – Cllr Fay
- 9.6. Update on damaged lamp post on Lickey Road – Clerk
- 9.7. To consider request for replacement of gate at entrance to the Stocken footpath – Cllr Westbury
- 9.8. Street Lighting Report – Clerk
- 9.9. Lengthsman Report – Clerk
- 9.10. Report on monthly play area inspection – Cllr Pattison

10. Community Services:

- 10.1. Update on proposal for access to Old Sewage Works allotment site and St Modwen's response – Clerk / Cllr Pattison
- 10.2. Update on replacement flagpole – Clerk
- 10.3. Update on installation of new noticeboard for Cofton Village Hall – Clerk
- 10.4. To agree expenditure for replacement chains for swings at the play area – Clerk

11. Planning:

- 11.1. To report on PC's response to applications:
 - 11.1.1. None received to date.

12. Communications – Cllr Westbury to Report

13. Correspondence Received – Clerk to Report

14. Items for discussion at next meeting – All

15. Date and Time of next Parish Council Meeting: Monday 21st September 2020 at 7.30pm, meeting details to be advised by Clerk.

Clerk to the Parish Council 13th July 2020