

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 20th July 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 Mrs J Fay

County Cllr Mr P McDonald

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr G Cook

Cllr Ms C Fryer did not attend.

Agenda Item	Discussion and Decisions	Action
089/20	Apologies Apologies were received from Cllr Cook (work commitments), these were accepted. Cllr Fryer did not attend.	
090/20	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	
091/20	Dispensations There were no applications for dispensations received.	

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<p>092/20</p> <p>Public Forum</p> <p>There were 2 members of the public in attendance.</p> <p>092.1/20</p>	<p>Residents from Ashmead Rise provided an update on the situation regarding the installation of several new telegraph poles. Openreach have now responded to residents' letters of complaint and are insisting that they will be going ahead with the installation of overhead cables to provide fibre broadband connectivity. County Cllr McDonald reported he had met with senior officials from Openreach and has spoken to residents but has been unable to stop the work proceeding. He added that he feels BT and Openreach are pursuing the cheapest solution. The residents thanked Cllr McDonald for his support and efforts to find an acceptable solution. Cllr Westbury was asked if he would look again at the letter sent to him requesting support from the Parish Council, which he agreed to do. There was some discussion as to whether fibre cabling had been installed underground in Lickey Coppice, residents will be following this up.</p>	<p>Cllr Westbury</p>
<p>093/20</p> <p>093.1/20</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>Cllr McDonald advised that he had nothing to report but asked if there were any questions. There being none, Cllr McDonald left the meeting.</p>	
<p>094/20</p>	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 15th June 2020 were agreed as a correct record and will be signed by the Chairman at the next opportunity.</p>	
<p>095/20</p> <p>095.1/20</p>	<p>Chairman's Report</p> <p>Cllr Westbury reported that advice from NALC is to continue to hold meetings on-line for now. There is no Parish Council meeting in August and it is expected the September meeting will be face-to-face. Clerk to advise.</p>	<p>Clerk</p>
<p>096/20</p> <p>096.1/20</p> <p>096.2/20</p> <p>096.3/20</p> <p>096.4/20</p>	<p>Finance and General Purposes</p> <p>The Clerk advised that the annual internal audit had been completed remotely and there were no issues raised. He asked that the Annual Governance Statement for 2019/20, which had been circulated previously, be approved. Resolved: To approve the Annual Governance Statement for 2019/20. Clerk to submit to external auditors.</p> <p>The Clerk asked that the Accounting Statement for 2019/20, which had been circulated previously, be approved. Resolved: To approve the Accounting Statement for 2019/20. Clerk to submit to external auditors.</p> <p>The Clerk asked that the draft lease for the new tenancy of the Mission Hall, which had been previously circulated, be approved. Cllr Slack asked that the clause requiring the tenant to reimburse the Council for buildings insurance, remain in the lease but not be invoked initially. This was agreed. Resolved: To approve the lease for tenancy of the Mission Hall from August 1st.</p> <p>The Clerk reported had had received a quote to clear overhanging trees at the Mission Hall, particularly those resting on the roof, for a sum of £250. Resolved: To request</p>	<p>Clerk</p> <p>Clerk</p>

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096.5/20	contractors to carry out this work. Clerk to advise contractors.	Clerk																																																			
096.5/20	The Clerk reported had had received a quote to clear debris from guttering at the Mission Hall and to replace guttering at the front of the building, for a sum of £620. Resolved: To request contractors to carry out this work. Clerk to advise contractors.	Clerk																																																			
096.6/20	The Clerk asked that the 4 draft Policies / Procedures which he had circulated during the month, be approved, these being: <ul style="list-style-type: none"> - Health and Safety Policy - Grievance Procedure - Disciplinary Procedure - Equal Opportunities Policy Resolved: To approve the 4 Policies / Procedures. Cllr Slack asked for minor amendments to ensure Cofton Hackett Parish Council appears on the headers.	Clerk																																																			
096.7/20	Cllr Deeming reported that St Modwen's have still not released the £47,200 section 106 monies which are due to be paid to the PC for open spaces. Cllr Deeming to continue pursue.	Cllr Deeming																																																			
096.8/20	The Clerk advised that he will need to re-raise paperwork to allow Cllrs Cook and Deeming to activate on-line banking. This will again need to be signed by two other signatories and sent to the bank	Clerk																																																			
096.9/20	The Clerk summarised the current expenditure vs budget position.																																																				
096.10/20	A list of bills for payment was presented and agreed.																																																				
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097/20	Highways and Environment																																																				
097.1/20	The Clerk advised that Openreach are intending to relocate the telegraph pole at Cofton Hackett Village Hall on August 6th. This will then allow repairs to be made to the																																																				

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	damaged sewer pipe. He advised that he has received a quote for the repair and is seeking two further quotes. It is expected that Openreach will pay for the repairs to the sewer.	Clerk
097.2/20	The Clerk reported that a third quote for repair of the soft play area had been requested using measurements supplied by Cllr Pattison's.	Clerk
097.3/20	The Clerk and Cllr Slack reported that during the month there had been several incidences of graffiti in the Parish - under the railway bridge on Cofton Church Lane, on the overflow on the reservoir and on the railway embankment. The incidents have been reported to the police, the railway police and to Bromsgrove District Council. The Council's lengthsman has attempted to remove graffiti but requires a high-power jet washer. Councillors asked if there were third-party companies who may be able to remove some of the graffiti. Clerk to enquire.	Clerk
097.4/20	Cllr Fay reported that she believed the possible rat infestations Oak Tree pub has been resolved.	
097.5/20	The Clerk reported that he had received all necessary quotes to replace the damaged lamp post on the embankment near the flagpole. Councillors asked the Clerk to send quotes directly to the company responsible for the damage rather than their insurance company.	Clerk
097.6/20	Cllr Westbury advised that he had received a request from a resident to install a gate at the entrance to the Stocken footpath, as it was thought that motor-cycles are using the footpath. After some discussion, Councillors agreed to take no action as it was felt that a gate could prevent access for grass cutting machinery and to people with wheelchairs, buggies etc. Cllr Westbury to respond to resident.	Cllr Westbury
097.7/20	The Clerk reported that parts have now been obtained to complete the LED replacement at Reservoir Road.	
097.8/20	The Clerk reported on work undertaken by the lengthsman during the month. Councillors asked if the drains on Rose Hill could be cleared. Clerk to request. Cllr Pattison reported there are 2 estate agent's signs on street furniture, Clerk to write to Estate Agents responsible.	Clerk Clerk
097.9/20	Cllr Pattison reported that he had carried out the monthly inspection at the Myhill Field pay area, no major issues were found. However he suggested that the 'spring rocker' be replaced as ROSPA continue to note the lack of caps on the bolts. Clerk to obtain prices.	Clerk
097.10/20	The Clerk reported that replacement of the chains on the swings (a minor issue on the recent ROSPA report) could be completed for under £200, Councillors felt this spend was worthwhile. Clerk to follow up.	Clerk
098/20	Community Services	
098.1/20	Cllr Pattison reported that there had been no further communication from St Modwen regarding the proposal for access to the Old Sewage Works allotment site. He advised that due to the Covid-19 situation, all non-essential work has been paused by St Modwen and Mainstay and this will mean some further delays to progress on the issue. If no progress is made by September, Clerk to write to St Modwen	Clerk
098.2/20	The Clerk reported that the new flagpole will be installed on August 6 th . Cllr Webb asked if a new Union Flag could be purchased. Clerk to investigate.	Clerk

Agenda Item	Discussion and Decisions	Action
098.3/20	The Clerk reported that the new noticeboard at Cofton Village Hall had been installed.	
099/20	<p>Planning</p> <p>No applications received this period.</p>	
<p>100/20</p> <p>100.1/20</p> <p>100.2/20</p>	<p>Communications</p> <p>Cllr Westbury advised that the next newsletter is to be published in September, Councillors to consider articles for inclusion.</p> <p>Cllr Slack requested that it be made clear on the website that there is a vacancy for a Councillor. Clerk to arrange.</p>	<p>All</p> <p>Clerk</p>
<p>101/20</p> <p>101.1/20</p> <p>101.2/20</p>	<p>Correspondence Received</p> <p>The Clerk reported he had received an email regarding litter around the shop frontages on Groveley Lane. Councillors felt there are sufficient litter bins in the area.</p> <p>The Clerk reported he had received notification that the interest rate on the Council's savings account is to be reduced from 1.15% to 0.25%. Clerk to investigate alternative accounts.</p>	<p>Clerk</p>
<p>102/20</p> <p>102.1/20</p> <p>102.2/20</p>	<p>Items for Next Meeting</p> <p>Cllr Deeming asked that an item be added to discuss a letter in the Village Magazine regarding the new Village Hall.</p> <p>Cllr Fay asked that an item be added to discuss tree felling and clearance on the Lickey Hills.</p>	<p>Clerk</p> <p>Clerk</p>
103/20	<p>Date of Next Meeting</p> <p>The next Parish Council meeting is scheduled for Monday 21st September at 7.30pm, Clerk will advise meeting details.</p> <p>The meeting ended at 8.56pm.</p>	