

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 17th May 2021

Held at Cofton Village Hall, Village Hall Way, B45 8PD

PRESENT:

Councillors:

Cllr Mr R Westbury (Chair)
Cllr Mr J Slack
Cllr Mrs J Fay
Cllr Mr M Pattison
Cllr Mrs J Webb
Cllr Mr R Deeming
Cllr Mr L McGarry
Cllr Mr N Banyard

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr G Cook

Also in Attendance:

1 member of the public
County Councillor Adrian Kriss

Agenda Item	Discussion and Decisions	Action
061/21	<p>Election of Chair and Vice Chair</p> <p>Resolved: Cllr Roger Westbury was re-elected as Chair of Cofton Hackett Parish Council for a period of 12 months. Cllr Westbury signed the Declaration of Acceptance of Office.</p> <p>Resolved: Cllr Mike Pattison was re-elected as vice-chair of Cofton Hackett Parish Council.</p> <p>Cllr Westbury officially welcomed Cllrs McGarry and Banyard to the first physical meeting since their election.</p> <p>Councillors agreed to continue in their current roles:</p> <ul style="list-style-type: none">- Highways and Environment – Cllrs Pattison and Fay- Finance and General Purposes – Cllrs Slack and Webb- Planning (CH settlement) – Cllrs Fay and Webb- Planning (Greenbelt) – Cllr Slack- Planning (New Development) – Cllrs Pattison and Cook <p>Cllr Banyard agreed to lead Communications.</p> <p>Cllr Pattison asked if someone could shadow him on Play Area inspections, Cllr McGarry agreed to assist.</p>	

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062/21	<p>Apologies</p> <p>Apologies were received from Cllr Cook (work commitments), these were accepted.</p>	
063/21	<p>Declaration of Interests</p> <p>Register of Interests:</p> <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 	
064/21	<p>Dispensations</p> <p>There were no applications for dispensations received.</p>	
065/21	<p>Public Forum</p> <p>There was 1 member of the public in attendance, no questions were asked.</p>	
<p>065/21</p> <p>065.1/21</p> <p>065.2/21</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>County Councillor Adrian Kriss, recently elected to Worcestershire County Council was in attendance. Councillors welcomed him to the meeting and to his new role.</p> <p>Cllr Kriss explained that he will be trying to turn around the recent increase in crime rates to make Cofton Hackett a safer area and will be seeking the help of the Parish Council. He will be promoting Smartwater, aiming for a take-up of at least 60%. He suggested that Automatic Number Plate Recognition cameras could be placed at the single entrance to the new development to deter criminal activity.</p> <p>Cllr Kriss reported that he had received an approach from a Dance Academy organisation to use the Bilberry Centre building. Cllr Fay explained she had some difficulty trying to establish any plans for the building from Birmingham City Council. Cllr Kriss explained that there had been some confusion as to ownership, but had now confirmed that it is Birmingham City Council. However, it would appear that the building is held in trust and authorisation for change of use would be needed from the Charity Commission. Additionally, there would appear to be a number of covenants in place on the building which would need to be investigated.</p> <p>Councillors generally approved of the proposed use for the building. Cllr Slack suggested there could be a parking issue and this would need to be addressed.</p> <p>It was noted that the fly-tipping on site has now been cleared, Cllr Fay asked that a note of thanks be sent to Sajid Javid for his help in getting this cleared.</p>	<p>Clerk</p>

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065.3/21 065.4/21 065.5/21	<p>Councillors raised the issue of continued speeding on Groveley Lane and Barnt Green Road. Cllr Kriss said that speed checks are being carried out and he wants to see an increase in Police presence. The problem of the cut-through on Ten Ashes Lane was also discussed.</p> <p>Cllr Slack raised the issue of flooding on Cofton Church Lane and Kendal End Road, Cllr Kriss said that these areas are being regularly cleared by Highways and are on the list to be rectified. Cllr Slack to email Cllr Kriss with details of the problems.</p> <p>Cllrs Fay and Webb asked about tree felling on the Lickey Hills. Cllr Kriss suggested he could ask one of the Rangers to attend a Parish Council meeting.</p>	Cllr Slack																					
066/21	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 19th April 2021 were agreed as a correct record and were signed by the Chairman.</p>																						
067/21 067.1/21 067.2/21 067.3/21	<p>Chairman's Report</p> <p>Cllr Westbury reported that the Clerk – Andrew Billau – has completed the Certificate in Local Council Administration and has passed. Councillors congratulated the Clerk.</p> <p>It was agreed that adoption and declaration of General Power of Competence should be an explicit item on the next agenda.</p> <p>Cllr Westbury confirmed that, barring any change to Covid guidelines, PC meetings will be face-to-face from now on.</p>	Clerk																					
068/21 068.1/21 068.2/21 068.3/21 068.4/21	<p>Finance and General Purposes</p> <p>In the absence of Cllr Cook, the update on surveys of the bank behind the Mission Hall was deferred to the next meeting.</p> <p>The Clerk updated Councillors on current budget vs expenditure status and advised that, due to significant increases in electricity prices, the street lighting electricity budget will be overspent at the end of the year.</p> <p>The Clerk advised that he was still waiting for quotes for electricity supply from alternative suppliers and asked that he be delegated the decision to accept the lowest overall quote. This was agreed. Cllr Slack asked if the recent LED conversions will lower the overall cost of electricity, the Clerk said he was waiting for the updated consumption estimate certificate from Western Power, this will be passed to suppliers to use in their quote.</p> <p>A list of bills for payment, circulated before the meeting, was presented and agreed.</p> <table border="1" data-bbox="300 1765 1217 2042"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Michael Harrington</td> <td>Donation for Lawnmower Repair</td> <td>£80.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Microsoft 365 Subscription *</td> <td>£59.99</td> </tr> <tr> <td>Worcestershire CALC</td> <td>Subscription Fee</td> <td>£1,133.74</td> </tr> <tr> <td>Haven Power</td> <td>Street Lighting Electricity *</td> <td>£230.17</td> </tr> <tr> <td>Haven Power</td> <td>Street Lighting Sensor Electricity *</td> <td>£6.97</td> </tr> <tr> <td>Proper Agency</td> <td>Website Maintenance April</td> <td>£30.00</td> </tr> </tbody> </table>	Supplier	Services	Payment	Michael Harrington	Donation for Lawnmower Repair	£80.00	Andrew Billau (Clerk)	Microsoft 365 Subscription *	£59.99	Worcestershire CALC	Subscription Fee	£1,133.74	Haven Power	Street Lighting Electricity *	£230.17	Haven Power	Street Lighting Sensor Electricity *	£6.97	Proper Agency	Website Maintenance April	£30.00	Cllr Cook Clerk
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	Cofton Spark	Street Light Maintenance	£440.00	
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	Gary Haynes	Lengthsman Services	£360.00	
	Gary Haynes	Grass Cutting	£375.00	
	Andrew Billau (Clerk)	Office Costs Mar / Apr	£39.50	
	Andrew Billau (Clerk)	Salary Apr / May 2021 (by S/O)	£619.22	
	HMRC	Tax Payment Apr / May 2021 (by S/O)	£154.80	
	* Approved and Paid During Month			
069/21	Highways, Environment and Open Spaces			
069.1/21	Cllr Pattison reported that a response had finally been received from St Modwen regarding the progress of gaining access to the Old Sewage Works Site. The response asked for answers to questions which had been provided to St Modwen some months ago. The Clerk has provided evidence of these responses to St Modwen and we await their further reply. In the absence of Cllr Cook, an update on companies which may be able to conduct a survey of the site was deferred to next meeting.			Cllr Cook
069.2/21	Councillors discussed the existing allotments on the site, which are mostly bordering gardens on The Grove and Oakfield Drive. They asked that checks be made to ensure that allotments are being used in accordance with tenancy agreements, and that boundaries are correct.			Clerk
069.3/21	Cllr Pattison advised that there has been no response from St Modwen regarding an independent survey on the balancing pond. A response is awaited.			
069.4/21	The Clerk reported on an incident regarding the Village Green at Lickey Coppice, where there was a dispute between residents as to whether a resident from Ten Ashes Lane could cross the green with building equipment to gain access to the rear of his house. The Clerk advised that the area of Village Green being crossed was very small indeed. Councillors felt that, as the Village Green is registered to residents on Lickey Coppice and not to the Parish Council, the Parish Council should not become involved with the dispute. The Clerk however, agreed to research the law and inform the residents.			Clerk
069.5/21	The Clerk reported that street lighting faults are all currently resolved. There has been a further complaint regarding the brightness of the new LED lamps and claims that these are shining into homes and disturbing sleep. Cllr McGarry has provided information on standard street lighting levels. The street lighting contractor has been asked to measure light levels and to try to block light shining into homes by painting out part of the diffuser. Clerk to monitor.			Clerk
069.6/21	The Clerk advised that the Canal and River Trust had been consulted regarding fencing along the boundary of the Council owned land near Myhill Field. They have asked that the Council adheres to the Trust's official process for which there is an initial £380 charge. It is not possible to erect a fence on the Council owned land side due to poor soil stability and the presence of a ditch. The Clerk was asked to investigate fencing off the most vulnerable part of the boundary.			Clerk
069.7/21	Cllr Pattison reported that he had carried out the monthly inspection of the play area at Myhill Field, there are no major issues.			
069.8/21	The Clerk listed items raised by members of the public at the Parish Assembly and asked			

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	what action Councillors wanted to take: <ul style="list-style-type: none"> - Speeding issues – covered by item 065.3/21 in these minutes - Street cleaning – County Cllr Kriss agreed to pick up this item, Clerk to also report on WCC portal - Damaged grass verges – is a WCC responsibility - Flattened bollard on Groveley Lane – Clerk will report to WCC - Missing ‘dog poo’ sign on Groveley Lane – no action - Graffiti on bus shelters – agreed to request and fund cleaning by BDC Clerk to respond to members of public.	Clerk Clerk Clerk Clerk
070/21 070.1/21 070.2/21	Community Services Bilberry Centre covered by item 065.2/21 in these minutes. Cllr Pattison asked if Councillors wished to pursue the purchase of additional Christmas lights for 2021, Councillors were generally in favour, Clerk to investigate if second-hand lights are available and possible costs.	Clerk
071/21 071.1/21 071.2/21	Planning Report on implications of Certificate of Lawfulness Applications deferred to next meeting. There were no applications received during the month, but 2 application received on the day of the meeting which need responses before the next meeting. Clerk to distribute.	Clerk Clerk
072/21 072.1/21 072.2/21	Communications It was agreed to publish a page in the next Village Magazine, to cover the Annual Meeting, Annual Parish Assembly and introduction to Communications Working Group. Cllr Banyard summarised the outcome of the initial Communications Working Group. The strategy will include, amongst other things, a full review of our website. The aim is for the website to serve as a central hub for information and communication on a variety of topics and services.	Cllr Westbury/ Cllr Banyard/ Clerk
073/21 073.1/21 073.2/21 073.3/21	Correspondence Received The Clerk reported he had received a letter of thanks from the area Census manager. The Clerk reported that the Citizens Advice bureau had used the grant awarded to them towards the purchase of laptops for employees working from home. The Lickey Hills Society have written to say they intend to put an information notice board along the old tramway and had asked if the proposed location was within Cofton Hackett. The Clerk has advised them it is within the Birmingham boundary.	
074/21	Items for Next Meeting None requested.	
075/21	Date of Next Meeting	

Agenda Item	Discussion and Decisions	Action
	<p>The next Parish Council meeting is scheduled for Monday 21st June 2021 at 7.30pm, at Cofton Village Hall.</p> <p>The meeting ended at 9.35pm.</p>	