

# Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 15<sup>th</sup> November 2021

Held at Cofton Village Hall, Cofton Hackett

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## 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 G Cook

Cllr Mr N Banyard

### Clerk to the Parish Council:

Andrew Billau

## APOLOGIES:

Cllr Mr L McGarry

## Also in Attendance:

County Councillor Mr Adrian Kriss

Mr Richard Peach, Editor, The Village Magazine

Agenda Item	Discussion and Decisions	Action
140/21	<b>Apologies</b> Apologies were received from Cllr McGarry (child-care issue), these were accepted.	
141/21	<b>Declaration of Interests</b> Register of Interests: <ul style="list-style-type: none"><li>• Councillors are reminded of the need to update their register of interests.</li><li>• To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.</li><li>• To declare any Other Disclosable Interests in items on the agenda and their nature.</li><li>• 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.</li><li>• 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.</li><li>• Interests were noted to be recorded in the Register</li></ul>	

Agenda Item	Discussion and Decisions	Action
142/21	<p><b>Dispensations</b></p> <p>There were no applications for dispensations received.</p>	
143/21	<p><b>Public Forum</b></p> <p>There were no members of the public in attendance.</p>	
<p>144/21</p> <p>144.1/21</p> <p>144.2/21</p> <p>144.3/21</p> <p>144.3/21</p>	<p><b>Reports from Outside Bodies / County Councillor</b></p> <p>County Councillor Adrian Kriss presented his report to Councillors.</p> <p>He reported that he had completed a tour of Enviroserv Waste Management Services. He said that there are issues with people putting waste into the wrong types of bin and 30 people have to be employed to check this. He added that electricity is generated from general waste but that the output from that process is not contributing to net zero targets. Residents need to be encouraged to put waste into the correct bins, he suggested an article be placed in The Village Mag. Clerk to remind Cllr Kriss.</p> <p>He advised that Worcestershire County Council has been awarded £85m to improve bus services, Bromsgrove will be included for improvements to help reduce car ownership (Bromsgrove has the highest level of car ownership in Worcestershire). Cllr Cook asked that the fare stages and boundary for the 145 service be changed, a single journey from Cofton Hackett to Bromsgrove can cost £9. Cllr Kriss agreed to look into this.</p> <p>He reported that there continues to be an increase in crime rates and advised that the police are asking residents to use smartwater kits to deter theft.</p> <p>Cllr Webb asked if all new build houses should have solar panels installed. Cllr Kriss agreed to check.</p>	Clerk
145/21	<p><b>Previous Minutes</b></p> <p>The minutes of the meeting of the Parish Council dated 18<sup>th</sup> October 2021 were agreed as a correct record and signed by the Chairman.</p>	
146/21	<p><b>Chairman's Report</b></p> <p>Cllr Westbury had nothing to report that was not covered on the agenda.</p>	
<p>147/21</p> <p>147.1/21</p> <p>147.2/21</p>	<p><b>Finance and General Purposes</b></p> <p>The Clerk advised that revised Financial Regulations would be issued at the next meeting, but asked for an amendment to the standard NALC template. <b>Resolved: Contracts with value between £3,000 and £5,000 will require at least two quotes. For contracts with value between £100 and £3,000, Council can agree to accept a single quotation provided it is satisfied that value for money is being obtained.</b> Clerk to amend and distribute revised Financial Regulations.</p> <p>Councillors discussed the revised draft budget for 2022/23 which had been circulated by the Clerk. <b>Resolved: To hold the equivalent increase for Band D households to 2%.</b> The contribution to reserves can be adjusted to achieve this once actual tax base numbers are known. Cllr Slack suggested that Section 106 reserves should be retained in</p>	Clerk

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<p>147.3/21</p> <p>147.4/21</p> <p>147.5/21</p> <p>147.6/21</p>	<p>the short term with Open Spaces budget being used until the financial situation is clearer. Clerk to monitor and adjust as necessary.</p> <p>Cllr Cook reported that a quote for tree felling at the Mission Hall had been received. Councillors agreed that due to the cost, a second quote should be obtained, Clerk to select best value quote and proceed with the work. It was agreed the Clerk should write formally to the structural engineering company requesting their assistance. Cllr Cook to provide contact details.</p> <p>Cllr Westbury asked that Councillors be more proactive on authorising bank payments. The Clerk has requested new passcodes for inactive signatories. Clerk to check Cllr Webb's status on the bank account.</p> <p>The Clerk presented an update on the current budget vs expenditure. Spend on street lighting electricity is exceeding budget, as expected. He highlighted budget items which are underspent.</p> <p>A list of bills for payment, circulated before the meeting, was presented and agreed.</p> <table border="1" data-bbox="316 831 1273 1480"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Gallagher Insurance Brokers</td> <td>Insurance 2021-22 *</td> <td>£4,992.28</td> </tr> <tr> <td>Drax (Haven Power)</td> <td>Street Lighting Electricity *</td> <td>£291.99</td> </tr> <tr> <td>Drax (Haven Power)</td> <td>Street Lighting Sensor Electricity *</td> <td>£10.21</td> </tr> <tr> <td>Kompan</td> <td>Play Area Equipment *</td> <td>£2,867.40</td> </tr> <tr> <td>The Village Magazine</td> <td>News Item One Page September</td> <td>£180.00</td> </tr> <tr> <td>SLCC</td> <td>Membership Subscription for Clerk</td> <td>£130.00</td> </tr> <tr> <td>Proper Agency</td> <td>Website Maintenance</td> <td>£30.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Services</td> <td>£240.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Grass Cutting</td> <td>£250.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Costs October / November 2021</td> <td>£43.10</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary October / November 2021 (by S/O)</td> <td>£682.88</td> </tr> <tr> <td>HMRC</td> <td>Tax &amp; NI Payment Oct / Nov 2021 (by S/O)</td> <td>£198.18</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="3">* Approved and Paid During Month</td> </tr> </tbody> </table>	Supplier	Services	Payment	Gallagher Insurance Brokers	Insurance 2021-22 *	£4,992.28	Drax (Haven Power)	Street Lighting Electricity *	£291.99	Drax (Haven Power)	Street Lighting Sensor Electricity *	£10.21	Kompan	Play Area Equipment *	£2,867.40	The Village Magazine	News Item One Page September	£180.00	SLCC	Membership Subscription for Clerk	£130.00	Proper Agency	Website Maintenance	£30.00	Gary Haynes	Lengthsman Services	£240.00	Gary Haynes	Grass Cutting	£250.00	Andrew Billau (Clerk)	Office Costs October / November 2021	£43.10	Andrew Billau (Clerk)	Salary October / November 2021 (by S/O)	£682.88	HMRC	Tax & NI Payment Oct / Nov 2021 (by S/O)	£198.18				* Approved and Paid During Month			<p>Clerk</p> <p>Clerk Cllr Cook</p> <p>Clerk</p>
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<p>148/21</p> <p>148.1/21</p> <p>148.2/21</p> <p>148.3/21</p>	<p><b>Highways, Environment and Open Spaces</b></p> <p>The Clerk presented quotes and options for replacement gates at the entrance to the Myhill Field allotments. <b>Resolved: to accept the quote for pallisade type gates at a cost of £1,867.63 plus VAT.</b> Clerk to instruct contractor.</p> <p>The Clerk reported that the pruning of tress on Rose Hill island is scheduled for the first week in December.</p> <p>Cllr Westbury raised the issue of parking charges at the Lai Ling car park, leading to increased parking along the roadside. Cllr Deeming advised that as Lai Ling own the land, they are within their rights to apply parking charges. Councillors discussed the possibility of utilising an area of unused land for parking and asking Bromsgrove District Council to adopt it. It was also suggested that the owners of the new care home be consulted on their plans for parking. Clerk to investigate.</p>	<p>Clerk</p> <p>Clerk</p>																																													

<b>Agenda Item</b>	<b>Discussion and Decisions</b>	<b>Action</b>
148.4/21	The Clerk reported that despite sending a third letter, he had not received a response from the owners of 35 Oakfield Drive regarding access to the Old Sewage Works site. It was agreed the Clerk should visit the property in person, Cllr Pattison volunteered to accompany him.	<b>Clerk / Cllr Pattison</b>
148.5/21	The Clerk reported that solicitors acting on behalf of the Parish Council in the matter of providing permanent access to the Old Sewage Works allotment site, are awaiting an access plan from St Modwen. Clerk to monitor and chase if no progress.	<b>Clerk</b>
148.6/21	County Cllr Kriss reported that he had been in touch with North Worcestershire Water Management regarding the balancing pond and had given them contact details for the Parish Council. Cllr Pattison again expressed concern that residents may be asked to pay for the dredging of the pond. Cllr Webb suggested the chair of Cofton Gardens should write to St Modwen in support of the residents. Cllr Pattison to provide contact details to Cllr Webb.	<b>Cllr Pattison</b>
148.7/21	The Clerk reported no progress on identifying the driver of the car which damaged railings on Rose Hill Island. Cllr Kriss advised that the police required the exact date and time of the incident. Councillors suggested the date and approximate time. The Clerk advised that a quote for replacement of the railings had been received, this amounted to £1,806. Councillors agreed to wait to see if the driver could be found.	
148.8/21	The Clerk reported that a resident had written to Sajid Javid regarding buses stopping for breaks outside properties on Groveley Lane. Since then, a considerable improvement has been reported. Cllr Cook however, suggested there may still be a problem. Clerk to enquire.	<b>Clerk</b>
148.9/21	The Clerk reported that Transport for West Midlands are still working on the removal of the old bus shelter on Groveley Lane, and installation of a replacement. There appear to be some issues with Birmingham / Worcestershire boundaries. Clerk to monitor.	<b>Clerk</b>
148.10/21	The Clerk reported a quote had been received for installation of a solar powered CCTV system at the play area. There was some concern as to whether such an installation would prove effective. Clerk to obtain second quote.	<b>Clerk</b>
148.11/21	Cllr Pattison advised that all grit bins in the parish are full, or nearly full. There is a damaged bin at Chestnut Drive which the Clerk has reported.	
148.12/21	The Clerk advised that the new play equipment is due for installation on November 24 <sup>th</sup> .	
148.13/21	There were no street light faults reported during the month.	
148.14/21	The Clerk reported on work undertaken by the lengthsman during the month.	
148.15/21	Cllr Pattison reported that he and Cllr McGarry had carried out the monthly inspection of the play area, with no major issues reported.	
<b>149/21</b>	<b>Community Services</b>	
149.1/21	The Clerk reported no progress on information regarding the future of the Bilberry Centre. Cllr Pattison reported he had received a call from a resident asking that the Parish Council be more proactive in trying to secure its future and listing status. Cllr Kriss said that despite appeals from the Parish Council, District Council, County Council, Lickey Hills Society and local MP, Birmingham City Council are completely intransigent. Cllr Kriss suggested exposure in the press may help. Clerk to check on status of request for listing.	<b>Clerk</b>

<b>Agenda Item</b>	<b>Discussion and Decisions</b>	<b>Action</b>
149.2/21	Councillors discussed potential events for Christmas 2021. Cllr Pattison suggested people may not wish to attend such an event with the pandemic still not over. It was agreed not to pursue any event for 2021, Cllr Banyard volunteered to lead a group to arrange an event in 2022. Clerk to add to agenda for June 2022.	<b>Clerk</b>
<b>150/21</b>  150.1/21	<b>Planning</b>  The following planning applications were received during the month:  21/011572/FUL – Proposed garden building – 9 Barnt Green Road. The Clerk advised that permitted development rights had been withdrawn for this property, hence the requirement for planning permission. It was agreed the Parish Council has no objections to this application.	<b>Clerk</b>
<b>151.21</b>  151.1/21	<b>Communications</b>  Cllr Banyard reported good progress on the new website, the back end and templates have been created, content now needs to be agreed. Cllr Banyard to arrange meeting with developers, the Clerk and Cllr Westbury.	<b>Cllr Banyard</b>
<b>152/21</b>  152.1/21	<b>Correspondence Received</b>  There was nothing additional to report.	
<b>153/21</b>  153.1/21  153.2	<b>Items for Next Meeting</b>  The Clerk suggested Cofton Hackett Village Hall Annual Report should be included on the next agenda.  Cllr Banyard asked if Cllr Kriss could provide an update on progress of traffic speed reduction in Cofton Hackett.	<b>Clerk</b>
<b>154/21</b>	<b>Date of Next Meeting</b>  The next Parish Council meeting is scheduled for <b>Monday 13<sup>th</sup> December 2021 at 7.30pm, at Cofton Village Hall.</b>  <b>Please note this is one week earlier than usual.</b>  <b>The meeting ended at 9.35pm.</b>	