

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 13th December 2021

Held at Cofton Village Hall, Cofton Hackett

PRESENT:

Councillors:

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

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr L McGarry
Cllr Mrs J Webb
Cllr Mr G Cook

Also in Attendance:

County Councillor Mr Adrian Kriss
1 Member of the public

Agenda Item	Discussion and Decisions	Action
155/21	Apologies Apologies were received from Cllr McGarry (work commitments), Cllr Cook (work commitments) and Cllr Webb (illness), these were accepted.	
156/21	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 noted to be recorded in the Register	

Agenda Item	Discussion and Decisions	Action
157/21	<p>Dispensations</p> <p>There were no applications for dispensations received.</p>	
158/21	<p>Public Forum</p> <p>There was 1 member of the public in attendance, no questions were asked.</p>	
<p>159/21</p> <p>159.1/21</p> <p>159.2/21</p> <p>159.3/21</p>	<p>Reports from Outside Bodies / County Councillor</p> <p>County Councillor Adrian Kriss presented his report to Councillors.</p> <p>He reported that Richard Clewer, liaison officer at Worcestershire County Council has retired, there will be a new officer joining in January who will require training and time to settle in to the post. Consequently, there may be some delay in effecting road repairs etc.</p> <p>He reported on the status of Covid infections in Worcestershire and advised that all Covid intensive care cases are people who have had no vaccinations, he is encouraging all residents to get their vaccinations.</p> <p>He reported that Sajid Javid had now responded regarding the Bilberry Centre, he has agreed to contact Birmingham City Council and will report back soon. Cllr Kriss also advised that if Birmingham City Council are allowing the building to fall into disrepair, then Bromsgrove District Council, in its role as planning enforcement, can pursue Birmingham City Council to ensure the upkeep of the building. Cllr Kriss and District Councillor Deeming will compose a letter to send to Bromsgrove planning department in this regard. Cllr Kriss added that the police have now installed a silent monitor to detect intruders.</p> <p>There being no further questions, Cllr Kriss left the meeting.</p>	
160/21	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 15th November 2021 were agreed as a correct record and signed by the Chairman.</p>	
<p>161/21</p> <p>161.1/21</p>	<p>Chairman's Report</p> <p>Cllr Westbury advised that the Parish Council will continue to follow legislation and thanked Councillors for wearing face masks. He thanked all Councillors for their efforts and support in 2021, which has been a very difficult year. Councillors thanked Cllr Westbury for leading the Council in his role as Chairman.</p>	
<p>162/21</p> <p>162.1/21</p> <p>162.2/21</p> <p>162.3/21</p>	<p>Finance and General Purposes</p> <p>Resolved: To approve the revised Financial Regulations, which were circulated during the month.</p> <p>Resolved: To approve the revised Risk Assessment document, which was circulated during the month.</p> <p>Resolved: To increase allotment rental rates for 2022 by £1 per plot - £33 per full plot, £23 per half plot. Clerk to send out rental demands.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

Agenda Item	Discussion and Decisions	Action																														
162.4/21	The Clerk reported he is still awaiting tax base numbers from Bromsgrove District Council, and will recalculate the precept figure once these are received.	Clerk																														
162.5/21	The Clerk advised that 2 quotes had been received for tree felling work at the Mission Hall, Councillors discussed and agreed the preferred contractor. Resolved: to commit funds of £3,200 for removal of trees at the Mission Hall, with work commencing 21 st December. Clerk to advise tenants and local residents.	Clerk																														
162.6/21	The Clerk reported no progress on communications with structural engineers regarding the retaining wall at the Mission Hall. Clerk to contact Cllr Cook and advised deadlines.	Clerk																														
162.7/21	The Clerk presented an update on the current budget vs expenditure. Spend on street lighting electricity is exceeding budget, as expected, grass cutting budget is slightly overspent as agreed.																															
162.8/21	<p>A list of bills for payment, circulated before the meeting, was presented and agreed.</p> <table border="1" data-bbox="316 801 1233 1200"> <thead> <tr> <th data-bbox="316 801 568 842">Supplier</th> <th data-bbox="568 801 1082 842">Services</th> <th data-bbox="1082 801 1233 842">Payment</th> </tr> </thead> <tbody> <tr> <td data-bbox="316 842 568 882">Cllr Webb</td> <td data-bbox="568 842 1082 882">PC Mobile Phone Bill Sept - Nov 2021</td> <td data-bbox="1082 842 1233 882">£66.00</td> </tr> <tr> <td data-bbox="316 882 568 922">Andrew Billau (Clerk)</td> <td data-bbox="568 882 1082 922">50 x Face Masks</td> <td data-bbox="1082 882 1233 922">£6.99</td> </tr> <tr> <td data-bbox="316 922 568 963">Gary Haynes</td> <td data-bbox="568 922 1082 963">Lengthsman Services</td> <td data-bbox="1082 922 1233 963">£240.00</td> </tr> <tr> <td data-bbox="316 963 568 1003">Gary Haynes</td> <td data-bbox="568 963 1082 1003">Grass Cutting</td> <td data-bbox="1082 963 1233 1003">£125.00</td> </tr> <tr> <td data-bbox="316 1003 568 1043">Gary Haynes</td> <td data-bbox="568 1003 1082 1043">Grit for Grit Bins</td> <td data-bbox="1082 1003 1233 1043">£40.00</td> </tr> <tr> <td data-bbox="316 1043 568 1084">Cofton Spark</td> <td data-bbox="568 1043 1082 1084">Xmas Tree Lights Installation</td> <td data-bbox="1082 1043 1233 1084">£320.00</td> </tr> <tr> <td data-bbox="316 1084 568 1124">Andrew Billau (Clerk)</td> <td data-bbox="568 1084 1082 1124">Office Costs November / December 2021</td> <td data-bbox="1082 1084 1233 1124">£60.40</td> </tr> <tr> <td data-bbox="316 1124 568 1164">Andrew Billau (Clerk)</td> <td data-bbox="568 1124 1082 1164">Salary November / December 2021 (by S/O)</td> <td data-bbox="1082 1124 1233 1164">£682.88</td> </tr> <tr> <td data-bbox="316 1164 568 1200">HMRC</td> <td data-bbox="568 1164 1082 1200">Tax & NI Payment Nov / Dec 2021 (by S/O)</td> <td data-bbox="1082 1164 1233 1200">£198.18</td> </tr> </tbody> </table>	Supplier	Services	Payment	Cllr Webb	PC Mobile Phone Bill Sept - Nov 2021	£66.00	Andrew Billau (Clerk)	50 x Face Masks	£6.99	Gary Haynes	Lengthsman Services	£240.00	Gary Haynes	Grass Cutting	£125.00	Gary Haynes	Grit for Grit Bins	£40.00	Cofton Spark	Xmas Tree Lights Installation	£320.00	Andrew Billau (Clerk)	Office Costs November / December 2021	£60.40	Andrew Billau (Clerk)	Salary November / December 2021 (by S/O)	£682.88	HMRC	Tax & NI Payment Nov / Dec 2021 (by S/O)	£198.18	
Supplier	Services	Payment																														
Cllr Webb	PC Mobile Phone Bill Sept - Nov 2021	£66.00																														
Andrew Billau (Clerk)	50 x Face Masks	£6.99																														
Gary Haynes	Lengthsman Services	£240.00																														
Gary Haynes	Grass Cutting	£125.00																														
Gary Haynes	Grit for Grit Bins	£40.00																														
Cofton Spark	Xmas Tree Lights Installation	£320.00																														
Andrew Billau (Clerk)	Office Costs November / December 2021	£60.40																														
Andrew Billau (Clerk)	Salary November / December 2021 (by S/O)	£682.88																														
HMRC	Tax & NI Payment Nov / Dec 2021 (by S/O)	£198.18																														
163/21	Highways, Environment and Open Spaces																															
163.1/21	The Clerk reported that the pruning of tress on Rose Hill island is scheduled for 21 st December. Cllr Banyard asked if a '6-a-side league' banner could be removed from railings there. Also, Clerk to email Mainstay regarding the unauthorised advertising board on East Works Drive.	Clerk																														
163.2/21	Cllr Pattison reported that he and the Clerk had met with representatives from North Worcestershire Water and residents adjoining the Old Sewage Work site to discuss flooding issues. North Worcs Water are to arrange a meeting with St Modwen to ask them to put in place a plan to address issues with the balancing pond. It was also highlighted that issues with the underground pipe leading from Oakfield Drive, which is of insufficient capacity, is the responsibility of the Parish Council.																															
163.3/21	The Clerk reported that owners of 35 Oakfield Drive have agreed to allow a mini-digger to use the access to the Old Sewage Works site. Clerk to follow up.	Clerk																														
163.4/21	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.	Clerk																														
163.5/21	The Clerk reported no progress on identifying the driver of the car which damaged railings on Rose Hill Island. The Clerk asked if Council wished to pursue the replacement of the railings as per the quote received, Resolved: to commit funds of £1,806 to replace damaged railings at Rose Hill Island.	Clerk																														

Agenda Item	Discussion and Decisions	Action
163.6/21	The Clerk advised on current status of bus service changes for the 20 and 27 services, with a new bus stop proposed near Howden's on Groveley Lane. Transport for West Midlands have agreed to remove and dispose of the old bus shelter. Residents report that buses are still occasionally stopping outside their houses for breaks. The Clerk advised that he had invited TfWM to the Parish Council meeting. Clerk to monitor situation.	Clerk
163.7/21	The Clerk reported he had received a second quote for installation of a solar powered CCTV system at the play area, the cost being significantly higher than the first quote. Councillors agreed not to proceed with CCTV due to cost, Clerk to monitor any further issues.	Clerk
163.8/21	The Clerk advised that the new play equipment had been partly installed but suppliers are still waiting for a part for the see-saw. Councillors expressed concern about the length of time taken for installation and possible safety concerns. Clerk to escalate further within Kompan.	Clerk
163.9/21	There was one street light fault reported during the month (damaged lantern), which is being attended to. Cllr Westbury reported a faulty light at Cofton Lake Road, Clerk to arrange repair.	Clerk
163.10/21	The Clerk reported on work undertaken by the lengthsman during the month. Cllr Banyard asked if a blocked drain at the junction of Ten Ashes Lane and Barnt Green Road could be attended to.	Clerk
163.11/21	Cllr Pattison reported that Cllr McGarry had carried out the monthly inspection of the play area, with no major issues reported, although a bolt on the roller log need replacing. Clerk is liaising with Kompan on this.	Clerk
164/21 164.1/21 164.2/21	Community Services The future of the Bilberry Centre was discussed under item 159.3/21. Cllr Slack reported that Cofton Hackett Neighbourhood Watch group had not met on a formal basis for 2 years and that membership is waning. The group needs somewhere to meet, Cllr Slack proposed that the Parish Council donate 6 of its 'free' meeting slots at the Village Hall, per annum, to the Neighbourhood Watch group, to allow them to meet once every 2 months. Councillors agreed this is in the best interest of Cofton Hackett and its residents. Resolved: to donate 6 of the Parish Council's free meeting slots, per annum, to the Neighbourhood Watch Group. Cllr Slack to advise NW and Village Hall manager.	Cllr Slack
165/21 165.1/21 165.2/21 165.3/21	Planning The following planning applications were received during the month: 21/011685/FUL – Proposed rear conservatory – 62 Middle Drive. Cllr Webb had advised (via email) she saw no reason to object to this application. Cllr Fay also to advise. 21/00971/FUL – Two Storey Side Extension – 91 Barnt Green Road, is under consideration by BDC, extended to 22 nd December, Cllr Fay to comment. 21/01345/COUPRIO – Convert Offices into 2 x 1 bed apartments – 502 Lickey Road. Cllr Deeming declared an interest in this application. Councillors agreed they had no objection to this application.	 Cllr Fay Cllr Fay

Agenda Item	Discussion and Decisions	Action
<p>166.21</p> <p>166.1/21</p> <p>166.2/21</p>	<p>Communications</p> <p>Cllr Westbury advised that the Parish Council had again taken a page in The Village magazine.</p> <p>Cllr Banyard reported continued progress on the new website, a meeting between the developer and Councillors had agreed a number of outstanding issues. The Clerk will start to supply content for the website</p>	<p>Clerk</p>
<p>167/21</p> <p>167.1/21</p>	<p>Correspondence Received</p> <p>The Clerk reported additional correspondence, which he has responded to:</p> <ul style="list-style-type: none"> - Lack of road markings on East Works Drive / Fairey Street junction - Inconsiderate parking at the Stocken - Excess of leaves on the footpath on Groveley Lane 	
<p>168/21</p> <p>168.1/21</p>	<p>Items for Next Meeting</p> <p>The Clerk was reminded that Cofton Hackett Village Hall Annual Report should be included on the next agenda. Clerk to contact CHVH.</p>	<p>Clerk</p>
<p>169/21</p>	<p>Date of Next Meeting</p> <p>The next Parish Council meeting is scheduled for Monday 17th January 2022 at 7.30pm, at Cofton Village Hall.</p> <p>The meeting ended at 8.45pm.</p>	