

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 26th September 2022

Held at Cofton Village Hall, Cofton Hackett

PRESENT:

Councillors:

Cllr Mr R Westbury (Chair)

Cllr Mr J Slack

Cllr Mr N Banyard

Cllr Mrs J Webb

Cllr Mrs J Fay

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr M Pattison

Cllr Mr R Deeming

Cllr Mr L McGarry

Cllr Mr G Cook

Also in Attendance

1 member of the public

Agenda Item	Discussion and Decisions	Action
107/22	Apologies Apologies were received from Cllr Deeming (holiday), Cllr Pattison (holiday) Cllr Cook (work commitment) and Cllr McGarry (bereavement), these were accepted.	
108/22	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	
109/22	Dispensations There were no applications for dispensations received.	

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110/22	<p>Public Forum</p> <p>There was 1 member of the public, from Groveley Lane, in attendance, issues raised by him were covered under items 114.1 to 114.3.</p>	
111/22	<p>Reports from Outside Bodies / County Councillor</p> <p>There were no outside bodies in attendance.</p>	
112/22	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 18th July 2022 were agreed as a correct record and signed by the Chairman.</p>	
113/22 113.1/22 113.2/22	<p>Chairman's Report</p> <p>113.1/22 Cllr Westbury thanked our flag flyer and the Clerk for ensuring the Union Flag was flown correctly during the period of mourning for Queen Elizabeth II. He also noted that he had posted a message of condolence on the Council's website.</p> <p>113.2/22 Cllr Westbury spoke about 2023 being an election year when all Councillors will need to stand for re-election, if they so wished. He informed Councillors that he intends to stand down as a Councillor prior to the election, having served 11 years on the Council.</p>	
114/22 114.1/22 114.2/22	<p>Highways, Environment and Open Spaces</p> <p>114.1/22 Councillors discussed the damage to the railings at Rose Hill Island, caused by an out-of-control vehicle. The Clerk advised that he has details of the vehicle and driver involved and has reported this to the Council's insurance company, with a view to recovering costs from the third party. A quote for repair and replacement of the railings has been received, amounting to £1,901. Cllr Slack suggested that maintenance of the railings should be the responsibility of Worcester Highways and not the Parish Council. Cllr Fay pointed out that the Council purchased and installed the railings many years ago, primarily for aesthetic purposes, and are therefore responsible for their upkeep. The Clerk was asked to refer the issue to the County Councillor to see if highways will adopt them. It was agreed on this occasion to pursue repair and replacement via the third-party insurance. Cllr Slack argued that should they be damaged again, there would be a case for removing them completely.</p> <p>A member of the public agreed that parishioners, via the Parish Council, should not have to bear the cost of damage to items on Highways land and was pleased to hear the Council was generally in agreement with this view. He added that he felt that Rose Hill Island is 'designed for speed' and allows cars to negotiate the island at excessive speed, he argued that the island should be redesigned.</p> <p>114.2/22 The Clerk reported that during the August break he had instructed a contractor to remove the debris at the site of the demolished bus stop at Groveley Lane. The cost was £1,530 and he hopes to recover this cost from the third-party insurance. He also reported that he now has quotes for rebuild of a brick bus shelter at £8,635 and installation of a prefabricated shelter at £9,670, which he has sent to insurers for consideration. Councillors discussed whether a bus shelter is required and if so, what type should be installed. There was some discussion and various suggestions were put</p>	Clerk

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I 15.4/22	as the Parish Council's representative at Village Hall meetings, she agreed to continue. Cllr Westbury to ensure trustees have the correct email address for Cllr Fay.	Cllr Westbury																																																			
I 15.5/22	Cllr Westbury had asked if Councillors would prefer their email addresses to be omitted from the website and noticeboards, there had been some instance of 'spoofed' emails. Clerk to query CALC's view. Carried over to next meeting.	Clerk																																																			
I 15.6/22	The Clerk presented the current budget vs expenditure status and pointed out potential areas of overspend / underspend.																																																				
I 15.7/22	Resolved: To award a grant of £500 to Redditch and Bromsgrove Citizen's Advice Bureau.	Clerk																																																			
I 15.8/22	Resolved: To renew membership of CPRE and to pay subscription of £36.	Clerk																																																			
I 15.9/22	Cllr Banyard agreed to investigate which grants to Parish Council might be eligible to apply for.	Cllr Banyard																																																			
I 15.9/22	A list of bills for payment, circulated before the meeting, was presented and agreed.																																																				
	<table border="1"> <thead> <tr> <th data-bbox="320 864 667 909">Supplier</th> <th data-bbox="675 864 1137 909">Services</th> <th data-bbox="1145 864 1273 909">Payment</th> </tr> </thead> <tbody> <tr> <td data-bbox="320 913 667 947">Yu Energy</td> <td data-bbox="675 913 1137 947">Street Lighting Electricity *</td> <td data-bbox="1145 913 1273 947">£329.57</td> </tr> <tr> <td data-bbox="320 952 667 985">Yu Energy</td> <td data-bbox="675 952 1137 985">Street Lighting Sensor Electricity *</td> <td data-bbox="1145 952 1273 985">£31.72</td> </tr> <tr> <td data-bbox="320 990 667 1023">RPS Construction</td> <td data-bbox="675 990 1137 1023">Bus Shelter Site Clearance</td> <td data-bbox="1145 990 1273 1023">£1,530.00</td> </tr> <tr> <td data-bbox="320 1028 667 1061">PKF Littlejohn</td> <td data-bbox="675 1028 1137 1061">External Audit 2021/22</td> <td data-bbox="1145 1028 1273 1061">£360.00</td> </tr> <tr> <td data-bbox="320 1066 667 1099">Cofton Spark</td> <td data-bbox="675 1066 1137 1099">Street Light Maintenance</td> <td data-bbox="1145 1066 1273 1099">£460.00</td> </tr> <tr> <td data-bbox="320 1104 667 1137">Proper Agency</td> <td data-bbox="675 1104 1137 1137">Website Maintenance</td> <td data-bbox="1145 1104 1273 1137">£30.00</td> </tr> <tr> <td data-bbox="320 1142 667 1176">Shelagh O'Loughlin</td> <td data-bbox="675 1142 1137 1176">Bulbs for Planting</td> <td data-bbox="1145 1142 1273 1176">£171.00</td> </tr> <tr> <td data-bbox="320 1180 667 1214">Cofton Spark</td> <td data-bbox="675 1180 1137 1214">Street Light Maintenance</td> <td data-bbox="1145 1180 1273 1214">£328.75</td> </tr> <tr> <td data-bbox="320 1218 667 1252">Gary Haynes</td> <td data-bbox="675 1218 1137 1252">Lengthsman Services</td> <td data-bbox="1145 1218 1273 1252">£300.00</td> </tr> <tr> <td data-bbox="320 1256 667 1290">Gary Haynes</td> <td data-bbox="675 1256 1137 1290">Grass Cutting</td> <td data-bbox="1145 1256 1273 1290">£260.00</td> </tr> <tr> <td data-bbox="320 1294 667 1328">Andrew Billau (Clerk)</td> <td data-bbox="675 1294 1137 1328">Office Costs August - September 2022</td> <td data-bbox="1145 1294 1273 1328">£55.00</td> </tr> <tr> <td data-bbox="320 1332 667 1366">Andrew Billau (Clerk)</td> <td data-bbox="675 1332 1137 1366">Salary August - September 2022 (by S/O)</td> <td data-bbox="1145 1332 1273 1366">£704.84</td> </tr> <tr> <td data-bbox="320 1370 667 1404">HMRC</td> <td data-bbox="675 1370 1137 1404">Tax & NI August - September 2022 (by S/O)</td> <td data-bbox="1145 1370 1273 1404">£194.73</td> </tr> <tr> <td data-bbox="320 1408 667 1442"></td> <td data-bbox="675 1408 1137 1442"></td> <td data-bbox="1145 1408 1273 1442"></td> </tr> <tr> <td data-bbox="320 1447 667 1480"></td> <td data-bbox="675 1447 1137 1480"></td> <td data-bbox="1145 1447 1273 1480"></td> </tr> <tr> <td data-bbox="320 1485 667 1518">* Approved and Paid During Month</td> <td data-bbox="675 1485 1137 1518"></td> <td data-bbox="1145 1485 1273 1518"></td> </tr> </tbody> </table>	Supplier	Services	Payment	Yu Energy	Street Lighting Electricity *	£329.57	Yu Energy	Street Lighting Sensor Electricity *	£31.72	RPS Construction	Bus Shelter Site Clearance	£1,530.00	PKF Littlejohn	External Audit 2021/22	£360.00	Cofton Spark	Street Light Maintenance	£460.00	Proper Agency	Website Maintenance	£30.00	Shelagh O'Loughlin	Bulbs for Planting	£171.00	Cofton Spark	Street Light Maintenance	£328.75	Gary Haynes	Lengthsman Services	£300.00	Gary Haynes	Grass Cutting	£260.00	Andrew Billau (Clerk)	Office Costs August - September 2022	£55.00	Andrew Billau (Clerk)	Salary August - September 2022 (by S/O)	£704.84	HMRC	Tax & NI August - September 2022 (by S/O)	£194.73							* Approved and Paid During Month			
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I 16/22	Community Services																																																				
I 16.1/22	The Clerk and Cllr Banyard highlighted the Christmas event being planned by the Village Hall and asked if the Parish Council would be prepared to award a grant towards the event. Councillors agreed they would wish to support this event. Resolved: To award a grant of £1,000 towards the Christmas event, receipts for spend to be submitted to Parish Council Clerk. Clerk to ask Village Hall to submit official request for grant.	Clerk																																																			
I 17/22	Planning																																																				
I 17.1/22	22/00864 – Double storey side extension with double garage – 2 Lickey Coppice. Councillors were concerned about the size of this extension and urge BDC to give it careful consideration. There is also concern that the extension may be encroaching on Council owned land.	Clerk																																																			

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117.2/22 117.3/22 117.4/22 117.5/22	<p>22/01096 – Single storey side extension / rear extension – 58 Ashmead Drive. It was noted that this application has been granted.</p> <p>22/01125 – Single storey rear extension and part garage conversion – 25 Lickey Coppice. It was noted that this application has been granted.</p> <p>The Clerk reported he had raised a possible breach of planning control ref construction of a ‘Yurt’ at 8 Ashmead Drive. BDC have agreed that this planning permission should have been sought for this building, but that they did not plan to take any action retrospectively.</p> <p>The Clerk reported that the appeal against refusal of permission for a dormer bungalow at 478 Groveley Lane, ref 22/0100, which the Council opposed, has been dismissed.</p>	
118/22 118.1/22	<p>Communications</p> <p>The Clerk reported that the new website is ready to transfer to the hosting site in preparation for ‘go-live’ and is meeting with the developer in the next week.</p>	Clerk
119.22 119.1/22	<p>Correspondence Received</p> <p>The Clerk advised that Bromsgrove District Council are arranging meetings regarding the Bromsgrove Local Plan, the Parish Council will be invited to a meeting.</p>	
120/22 120.1/22	<p>Items for Next Meeting</p> <p>Cllr Slack asked that a first draft of next year’s budget be presented to the next meeting.</p>	Clerk
121/22	<p>Date of Next Meeting</p> <p>The next Parish Council meeting is scheduled for Monday 17th October at 7.30pm.</p> <p>The meeting ended at 9.40pm.</p>	