

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH
COUNCIL**

**Held on Monday 1 September 2014
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman Cllr W Mack, Cllrs D Thomas, R Pugh, L Stockford, B Green, G Vernon, S Williams, Mrs J Fox, Mrs P Pardoe Clerk Mrs Y Scriven and a member of the public.

Police Report: Two officers attended the meeting and reported there had been one house burglary, 2 other burglaries, 2 drug offences, 2 thefts from motor vehicles and 1 sexual offence during August. The Chairman commented that this was quite high for the parish. A discussion took place on thefts of produce from the allotment site and possible remedial measures which could be taken. It was stressed that all incidents of theft or other criminal acts should be reported to the police on telephone number 101.

1. **APOLOGIES:** Cllr M Page
2. **DECLARATIONS OF PECUNIARY INTEREST (DPI): None**
OTHER DECLARATIONS OF INTEREST (ODI): Mrs P Pardoe – Item 5.2; B Green – Item 5.2; R Pugh – Item 5.7; S Williams – Item 5.10; L Stockford – Item 5.2

DISPENSATIONS – Cllrs Mrs P Pardoe, B Green and L Stockford have a Dispensation with regard to the Old School Site.

The Meeting was adjourned for PUBLIC QUESTION TIME

It was noted that on the recommendation of CALC Parish Council meetings will no longer be adjourned for public question time. In future this will be an item on the Agenda and discussions recorded in the minutes.

The Meeting re-opened.

3. **MINUTES**
 - a) The Minutes of the Parish Council meeting held on 4 August 2014 were approved and signed.
 - b) The Minutes of the Planning Committee held on 4 August 2014 were approved.
4. **COUNCILLOR'S REPORTS:**
 - 4.1.1 **District Councillor:** It was noted that the Local Government Boundary Commission had not completed its consideration of the Wyre Forest Review and therefore the final recommendations and Ward map would now be published on 14 October. The Order would then be laid in Parliament at the end of October.
5. **CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION**
 - 5.1 **Neighbourhood Plan (NP)**
 - 5.1.1 **Referendum** – The Referendum will be held at the Village Hall on Thursday 11 September 2014. Councillors were invited to the Count from 10:00 p.m. It was agreed that councillors who were available would meet by St Cassians Church to organise local canvassing. The Clerk would work with the Town Crier as appropriate. It was agreed to seek press coverage.
 - 5.2 **Old School Site - Right to Bid** – The Chairman gave an update report on progress to date. It was agreed that a set of criteria for assessing proposals would be drawn up and a recommendation made to the Parish Council at the meeting on 6 October 2014.

- 5.3 **Harvington Hall Lane:** Cllr G Vernon reported that survey cables were installed near the Moat on 27 August, disregarding our request for this to be done after the schools returned and at specific times of the day. It was agreed that a meeting would be held to discuss specific requirements for the survey which would then be supplied to Highways. Cllr G Vernon also stated that he would be carrying out his own survey.
- 5.4 **Code of Conduct:**
- 5.4.1 **Predetermination:** CALC Legal Topic Note was discussed and noted.
- 5.4.2 **Police – Code of Ethics:** Noted
- 5.5 **Welcome Pack for new residents:** Following a suggestion from a resident, the Parish Council felt that this was already adequately covered by newsletters, reports and the parish magazine. Future issues could include some planning advice.
- 5.6 **Complaints Procedure:** It was agreed to adopt the new procedure.
- 5.7 **Egg Lane, Drayton:** A site meeting had taken place with the District Council’s Drainage Officer who would discuss the problem with Highways. In the meantime it had been agreed that one small pond on land adjacent to Egg Lane should be cleared and this work had been undertaken as a matter of urgency.
- 5.8 **Fly-Tipping The Green:** Following a report of fly tipping on the public footpath adjacent to The Green, emergency work had been carried out to clear the path. It was agreed to write to adjacent properties reminding residents that fly tipping was not allowed and that this had been cleared at parish council expense.
- 5.9 **Community Orchard:** A Grant had been obtained from The Big Lottery to cover the cost of fencing, netting, gates and hedging plants and this work would be carried out shortly.
- 5.10 **Thefts from Allotments:** This was widespread, but it was noted that no-one had reported it to the police. It was agreed that notices would be erected and a temporary surveillance camera installed to monitor the situation during the growing season next year. It was suggested that licensees should form a Neighbourhood Watch team. It was agreed to write to Allotment holders reminding them of the importance of reporting incidents directly to the Police.
- 5.11 **Burial Ground:** It was agreed not to increase burial charges at this time.
- 5.12 **Maintenance Work:**
- 5.12.1 **Lengthsman Scheme** – Grips had been cleared on Drayton Road, Woodrow, Fox Lane, Cakebole Lane, Dobes Lane and Tandy’s Lane, and footpaths cleared on A448 Mustow Green towards Stone Manor. Pond adjacent to Egg Lane had been cleared.
- 5.9.2 **Rural Footpaths** – Footpaths in Harvington had been strimmed and topped, overgrowth removed from The Village to Swancote Farm, fly tipping removed from footpath at rear of The Green, and overgrowth cut and removed from Bissell Wood.
6. **DATES FOR MEETINGS:**
- 6.1 Wyre Forest Area CALC – Monday 29 September at 7.00 pm. Cllrs M Page, R Pugh and Clerk to attend.
- 6.2 Emergency Planning Meeting – Wyre Forest House, Wednesday 29 October 2014 – Cllr J Wright and the Clerk to attend.
- 6.3 Planning Training – 1 October 2014 at 6.00 p.m. Wyre Forest House - All Councillors to attend.
- 6.4 Re-Wyre Autumn Conference – 13 October 2014 – Noted.
- 6.5 SLCC Conference/Training Telford – 17 September – Clerk to attend.
- 6.6 Worcestershire 11th Parish Conference – 29 October 2014 – DT and Clerk to attend.

7. **TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:** None

8. **CONSULTATION DOCUMENTS:**

Wyre Forest Landscape Partnership – Draft Management Strategy – Noted.

9. **CLERK'S REPORT ON ITEMS OF CORRESPONDENCE FOR INFORMATION ONLY**

- 9.1 New Signs on A448 would be changed to exclude 'Historic Village' and a new sign would be placed at Bluntington crossroads.
- 9.2 Dog Fouling Campaign – clerk to meet Enforcement Officers to discuss.
- 9.3 Consultation on changes to mobile library services. More information required.
- 9.4 Dobes Lane would be closed for new gas works.

10 **FINANCIAL REPORT**

10.1 The Clerk presented a schedule of payments and receipts which was approved. Cllrs D Thomas and L Stockford would authorise the payments which would be made electronically.

Name	Purpose	Amount	VAT	Total
CC Village Hall	Room Hire	87.00		87.00
Bill Waldron	Lengthsman	494.00		494.00
Geoffrey Holding	Footpaths Maintenance	355.00		355.00
Geoffrey Holding	Grass cutting Orchard	110.00		110.00
Geoffrey Holding	Remove fly tipping The Green			
	Erect Referendum banners/remove	185.00		185.00
Y L Scriven	Clerk's net salary	676.90		676.90
Colour Cubed	Referendum/Summary NP	869.00		869.00
Parish On Line	Mapping Service	28.00	5.60	33.60
Y L Scriven	Expenses July-August	193.04	7.40	200.44
Doorbars	Promap	66.20		66.20
Halls	Allotment Rents	225.00		225.00
Big Print Shop	Referendum Banners	46.96	9.39	66.20
ICO	Data Protection	35.00		35.00
	Total	3,371.10	22.39	3,393.49

Receipts

Worcs CC Lengthsman Scheme 825.50

10.2 Bank Reconciliation for month of August 2014 had been circulated and was approved.

11. Date of next meeting Monday 6 October 2014 at 7.25 p.m.

The meeting closed at 8.55 p.m.