

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 2 April 2012
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman: Cllr J Swift, Cllrs K Bartlett, Cllrs D Thomas, B Green, Mrs P Pardoe, R Pugh, G Vernon, W Mack, Mrs J Fox, M Walford, L Stockford.

In attendance: District Councillor Mr S Williams, Clerk Mrs Y Scriven

POLICE REPORT

PC Andy Wallace attended the meeting and gave his report for the month of March:

- 3 anti social behaviour incidents reported
- 5 thefts of fuel from Chaddesley Petrol Station – arrest pending
- 1 report of criminal damage
- 1 theft of a telephone from Harvington
- 2 motorbikes stolen from the Green

Anyone who sees anything suspicious should ring the new non-emergency contact number **101**.

1. APOLOGIES:

2. DECLARATIONS OF INTEREST: None

The meeting was adjourned for Public Question Time.
The meeting was re-opened.

3. MINUTES:

- (a) Minutes of the Parish Council meeting held on Monday 5 March 2012 were approved with slight amendment and signed by the Chairman.
- (b) Minutes of the Planning Committee meeting held on Monday 5 March 2012 were accepted.

4.1 CHAIRMAN'S REPORT

- **Jubilee Celebrations:** Grants had been obtained and the Steering Group would meet on 12 April to make final arrangements.
- **Neighbourhood Planning Conference:** The Clerk and Chairman had attended a conference in Birmingham.

5. CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION

5.1 Emergency Plan Update: A full copy of the latest draft had been issued to each Councillor and this would be updated from time to time. Assistance was required from Councillors to update contact details and advise the Clerk accordingly. A letter would be sent to everyone named in the Emergency Plan to see if they were willing for their name and contact details to be included in the Plan and to invite them to attend a Workshop on Wednesday 26 September 2012 when a desktop 'mock emergency' would be undertaken.

5.2 Neighbourhood Planning: Extracts from a presentation at a recent conference were shown to Councillors and an initial Steering Group had been formulated and agreed. The first meeting of the Steering Group would be held on Tuesday 10 April 2012. It was confirmed that a grant of £20,000 had been obtained to cover the cost of preparation of a Neighbourhood Plan, consultation and a Referendum.

- 5.3 **Community Warden Service:** In order to reduce anti-social behaviour it was agreed that the Parish Council would fund this service for a trial period. A budget of £500 was agreed. The Chairman and the Clerk would meet with Wyre Forest Community Housing to decide on frequency of visits and procedures.
- 5.4 **Footway to new School:** A meeting had taken place with County Council officials, Cllrs S Clee and S Williams, to discuss the possible provision of a footway along the A448 from Chaddesley Garage to the new school. An initial costing of £20,000 had been indicated. It was understood that the current planning permission allowed for some improvement of the surface of the rural footpath at the rear of the new school. It was felt that this was the responsibility of the County Council and the Education Authority and it was agreed that the Chairman would write to Cllrs S Clee and S Williams accordingly.
- 5.5 **Storage of Unused Grit:** All grit bins had been filled and there was a surplus of 3+ bags of grit. It was agreed that this would be stored with the contractor at a cost of £22.50 per month from April to October 2012.
- 5.6 **Sewage Pollution – Weather Oak Farm:** Following representations from residents, an inspection had taken place by Wyre Forest District Council, which indicated sewage pollution from an adjacent farm into a nearby watercourse. This had been reported to the Environment Agency and it was understood that action to remedy the situation had been taken.
- 5.7 **Burial Ground:** An annual inspection had taken place and 9 headstones had been reported as unstable. Where possible relatives had been notified and in some instances repairs had been carried out. There were still three plots where no relatives had been found and it was agreed to make further enquiries and report back to the next meeting. A request had been made that relatives should be informed that an inspection would take place to enable them to be present whilst this was carried out. It was agreed that this was not practical as there were more than 350 plots in the burial ground, and in many cases relatives could no longer be traced.
- 5.8 **Lengthsman Scheme:**
- (a) A new contract for the year 2012/13 had been received and was agreed.
 - (b) There were four outstanding drainage issues reported by Bill Waldron which had not been resolved and these had been referred to the County Council who had agreed to give them higher priority.
 - (c) During the month graffiti had been removed from the bus shelter, a blocked gully and manhole had been cleared in The Holloway, footways had been cut back on the A448 at Mustow Green, A450 Harvington and the Holloway.

This was Bill Waldron's last month working as Lengthsman and he was thanked for this tremendous contribution over the last few years. Ben Matthews started work on 1 April 2012.

- 5.9 **Allotments and Community Orchard:** Cllr L Stockford reported that there was now only one plot available. It was agreed that further memorial benches could be placed alongside the pathway to the centre of the Orchard.
- 5.10 **Agenda for the Annual Parish Meeting on Monday 21 May 2012**
A draft Agenda was agreed and this meeting would now be advertised to encourage attendance by members of the public.
6. **DATES FOR MEETINGS**
- 6.1 Parish Forum/Wyre Forest Area CALC Meeting – Tuesday 17 April 2012 – Duke House, Kidderminster, 7.00 p.m. Cllrs J Swift, R Pugh, M Walford and the Clerk would attend.
- 6.2 Worcestershire County Council – Parish Forum – Wednesday 25 April 2012 at 7.00 p.m. County Hall – Cllrs J Swift, M Walford and the Clerk would attend.

6.3 Neighbourhood Planning Steering Group meeting – Tuesday 10 April 2012 at 7.30 p.m. at Chaddesley Corbett Village Hall.

6.4 Emergency Plan Workshop – Wednesday 26 September 2012 at 7.30 p.m. in the main hall.

7. TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES

7.1 **Education Foundation Trust:** Cllr Mrs P Pardoe reported that A & H Construction had arranged a site visit to inspect the new school, which was progressing satisfactorily and was expected to be complete by October 2012. Further excavation work would be necessary in May which would necessitate traffic lights again on the A448.

8.1 CONSULTATION DOCUMENTS

8.1 **NALC Consultation – Allocation of Accommodation:** Noted.

8.2 **'Think Local in Worcestershire'** – consultation on approach to Localism available on website: www.worcestershire.gov.uk/thinklocal

8.3 **A Town Council for Kidderminster:** It was agreed that a letter of support would be sent by the Chairman.

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

The Clerk submitted a written report on items for information, which included:

- A resident had suggested using the power of the Roaring Bridge weir to generate energy, for which funding was currently available. It was agreed not to proceed with this suggestion.
- Community Housing Group had quoted £1,319.66 plus VAT for the grass cutting contract for the financial year 2012-13. Most of this was refunded to the Parish Council by the County Council. This was agreed.
- A resident had volunteered to act as Footpaths Warden for a trial period and it was agreed that this should be confirmed. A meeting would be arranged with interested parties as soon as possible to agree procedures.
- No response had yet been received from the Robin Hood at Drayton regarding the tree overhanging Skinners Cottage, Drayton. A chaser letter would be sent.

10 FINANCIAL REPORT

10.1 The Clerk presented a schedule of payments and receipts which was approved.

Payments

Recipient	Details	Amount £
W Waldron	Lengthsman Scheme	381.25
CC Village Hall	March	43.00
Wyre Forest District Council	Waste Bin – Burial Ground	236.00
Davis Memorials	Annual Inspection	60.00
Worcestershire County Council	New grit bins and grit bags	840.00
Y L Scriven	Nett Salary	1,466.00
HMRC	PAYE/NIC	595.75
D Robbins	Nett Salary	115.20
Y L Scriven	Expenses	130.86
YES Computers	Web Hosting	70.56
G Probert	Storage and filling grit bins	390.00
J Swift	Gift for Lengthsman	85.00
		<hr/> 4,413.62

Receipts

Allotment Rents	<hr/> 125.00
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10.2 A Bank Reconciliation for March had been prepared and a copy had been sent to Cllrs K Bartlett and J Swift, which was approved.

11. **NEW ISSUES and ITEMS FOR NEXT MEETING:** Date of next Meeting
Tuesday 8 May 2012 AGM at 7.00 p.m. Parish Council Meeting 7.25 p.m.

The meeting closed at 9.25 p.m.