

MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Tuesday 2 May 2017  
at Chaddesley Corbett Village Hall  
at 7.20 p.m.



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

**POLICE REPORT** – PCSO Becky Ruston attended to introduce a new member of the team, and to advise of recent changes in our area. Parish Councillors stated that following the Chaddesley Races meeting on Saturday there had been several instances of anti-social behaviour in the village and it was suggested that the organisers should contribute to providing a police presence at future events. It was agreed that Cllr S Williams would speak to the Worcestershire Regulatory Authority with regard to Licences. It was also agreed to write to the organisers expressing Parish Council dissatisfaction with the behaviour of visitors after the event.

1. **APOLOGIES:** District Councillors M Hart, I Hardiman
2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** None  
**OTHER DECLARATIONS OF INTEREST (ODI):** None  
**DISPENSATIONS** – As before
3. **PUBLIC QUESTION TIME:** None
4. **MINUTES**
  - a) Minutes of the Parish Council meeting held on 3 April 2017 were approved and signed.
  - b) Minutes of the Planning Committee held on 3 April 2017 were approved.
5. **COUNCILLOR'S REPORTS:** None

**DISCUSSION/DECISION**

- 6.1 **Annual Financial Return for the Year Ended 30 March 2017**  
**Section 1 – Annual Governance Statement 2016/17 item 1-9.**  
The statements were considered individually by the full Parish Council, agreed, completed and signed by the Chairman.
- 6.2 **Annual Financial Return for the Year Ended 30 March 2017**  
**Section 2 – Financial Statement**  
A breakdown of income and expenditure for the year had been circulated prior to the meeting with explanations for variances against the previous financial year and against the budget. An internal auditor had inspected the records and had issued a full satisfactory report which was also circulated to Councillors. The Responsible Financial Officer had signed the Accounting Statement on 26<sup>th</sup> April 2017, which was presented to the full Parish Council for consideration. The statement of accounts was approved, the Minute reference and date of the meeting was entered on the Annual Return and was signed and dated by the Chairman as confirmation of approval.

- 6.3 **Risk Assessment- 2017/18**  
A draft schedule of risks had been updated and circulated to Councillors. This was approved.
- 6.4 **Annual Parish Meeting**  
The Agenda had been completed and guest speakers had been notified of their timings. All councillors should attend the meeting to be held on Monday 15 May 2017 at the Village Hall, Chaddesley Corbett. The meeting had been advertised in 3 consecutive parish magazines and on notice boards.
- 6.5 **Old Grammar School**  
Minutes of a meeting of a Working Group to consider the future use of this building had been circulated. It was agreed that several Councillors would attend the meeting called by the Trustees on Monday 8 May at 7:00 p.m.
- 6.6 **Maintenance Work**
- 6.6.1 **Lengthsman** – Bob Twining had completed his first month as our new Lengthsman, working mainly in Tandy’s Lane. Bob would be attending the Annual Parish Meeting on 15 May 2017.
- 6.6.2 **Parish Footpaths** – All parish footpaths had been inspected and work prioritised.
- 6.6.3 **Maintenance** – Bus shelters swept and memorial benches cleaned.
7. **CONSULTATIONS**  
Halfpenny Green Airport Expansion – Cllr D Thomas had responded to the consultation on behalf of the Parish Council, objecting to the proposed Instrument Approach Procedures to the main runway.
8. **REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:**  
Cllr G Vernon reported that he had approached the TCC with regard to a contribution to the cleaning of the war memorial, but they did not consider this would benefit the community as a whole and therefore declined.
- 9 **CLERK’S REPORT**
- 9.1 War Memorial Cleaning – The War Memorial Trust had indicated they would be prepared to fund cleaning of the memorial up to 75% of the total cost. However, there was a complicated application form to complete and the clerk was asked to proceed with this. Cllr G Vernon would assist.
- 9.2 Smartwater – Arrangements for free distribution to every house in the parish were outlined and Councillors were asked to assist. Distribution was scheduled to start on Thursday 18 May and 25 May, and distribution to remaining households would be considered after the initial operation. A meeting had been arranged with the police on Tuesday 9 May at 9:00 at the Police headquarters in Kidderminster. Cllrs Mrs J Fox and W Mack would attend with the clerk.
- 9.3 Notice of Closure of Road – Barrowhill Lane, Drayton, 11<sup>th</sup> May to facilitate work by Severn Trent.

- 9.4 Allotments – there were currently several vacant plots. Anyone interested should contact the clerk.
- 9.5 Notice Boards – it was agreed that one of the notice boards should be moved so that it did not obscure St Cassians notice board behind. Two complaints had been received from local residents about locating the notice boards in front of the church, which were noted.
- 9.6 Wyre Forest District Council had set up a national scheme to get a better deal for members on their energy bills. Residents should sign up on [www.wyreforestdc.gov.uk/BigEnergy/Switch](http://www.wyreforestdc.gov.uk/BigEnergy/Switch)

## 10 FINANCIAL REPORT

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

### PAYMENTS

Name	Purpose	Amount	VAT	Total
CC Village Hall	Room Hire	65.00		65.00
Y L Scriven	Net Salary	742.52		742.52
Y L Scriven	BT Broadband and telephone	93.60	23.45	117.05
CALC	Annual Subs	700.69	124.24	824.93
Wyre Forest District Council	Burial Ground Waste Bin	374.00		374.00
Oakleaf	Grass Cutting	246.01	49.20	295.21
Don Robbins	Burial Ground	100.00		100.00
Geoffrey Holding	Waste Bins/footpaths	425.00		425.00
Ben Matthews	Maintenance Work	75.00		75.00
Rob Twining	Lengthsman	175.00		175.00
Spar Signs	Parking sign Harvington	360.00	72.00	432.00
Diane Malley	Internal Audit	120.00		120.00
Amazon	Toners	35.59	7.11	42.70
	<b>TOTAL</b>	<b>3,512.41</b>	<b>276.00</b>	<b>3,788.41</b>

### RECEIPTS

Allotment Rents		27.00		27.00
Zurich Insurance	Refund Glass Bus Shelter	340.00		340.00
Police and Crime Comm.	Smartwater Grant	2,250.00		2,250.00
Davis Memorials	Memorial Balance	4.00		4.00
	<b>TOTAL</b>	<b>2,621.00</b>		<b>2,621.00</b>

- 10.2 Bank Reconciliation for period up to 30 April 2017 was approved.

11. Next Meeting to be held on Monday 5 June 2017 at 7:15 p.m.