

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 2 September 2013
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman: Cllrs W Mack, D Thomas, L Stockford, Mrs J Fox, R Pugh, Mrs P Pardoe, G Vernon, M Walford, B Green. Clerk Mrs Y Scriven
District Cllr S Williams

POLICE REPORT

Police report had been circulated and was noted. CSO officer attended the meeting and reported incidents of antisocial behaviour; further action was being taken against the offenders. There is a need to report ALL incidents of ASB in order to build up a strong case.

1. **APOLOGIES:** Cllrs Mrs S Pritchard, M Page

2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** None
OTHER DECLARATIONS OF INTEREST (ODI): None
DISPENSATIONS - None

3. **MINUTES**

- a) The Minutes of the Parish Council meeting held on 5 August 2013 were approved.
- b) The Minutes of the Planning Committee held on 5 August 2013 were accepted.

4. **COUNCILLOR'S REPORTS**

- 4.1 The District Councillor reported that the Council took the decision to continue with voting for members by thirds each year.
- 4.2 It had been decided not to proceed with a Kidderminster Town Council due to a very low response to the consultation.
- 4.3 There was again no report from the County Councillor.

5. **CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION**

5.1 **Amenity Site:** Following representations from members of the public, it was agreed that now that the school had moved the temporary permission for business employees to use this facility could be withdrawn with immediate effect.

5.2 **Proposed Sign on A448:** An application for a sign to the tearoom had been received but further information on design and location was required before a decision could be made.

5.3 **Neighbourhood Plan**

5.3.1 Draft Proposals had been circulated and were agreed.

5.3.2 The Site Assessment classifications had been circulated and were approved.

5.3.3 This item was deleted from the Agenda.

5.3.4 A draft Housing Needs Survey had been circulated and it was agreed to formulate a working group to review the document, and submit recommendations to the next Parish Council meeting.

5.3.5 The arrangements for the Consultation Event on 21 September were discussed and confirmed.

5.4 **Burial Records**

It was agreed to digitise the burial record book and send digital copy to the Worcestershire Archive. Cost £150 plus postage and packing.

5.5 **Review of Burial Fees**

A review of burial fees was undertaken and an increase of 5% was agreed.

5.6 **Strimmer – Burial Ground**

The purchase of a strimmer at a cost of £260.00 plus VAT was approved.

5.7 **False Acadia tree on the Green**

Following advice from the Arboricultural Officer, it was agreed to raise the crown of the tree. It was noted that Community Housing were considering providing extra parking spaces around the Green upon completion of the current building works.

5.8 **Lengthsman Scheme**

The Lengthsman had been busy clearing grips and gully tops in readiness for the winter. Work had been carried out in Drayton Road, Chaddesley Lane, Barrow Hill Lane, Bournes Green Lane, Tanwood Lane, Fox Lane, Hill Pool and Tandy's Lane.

5.9 **Parish Footpaths Maintenance**

A fallen tree had been removed from BW 555 in Drayton; footpaths 624, 615, 650, 651 and Bridleway 597 had been strimmed.

6. **DATES FOR MEETINGS:**

6.1 Wyre Forest District Council – Proposed spending cuts – 16 September 2013 6.00-7.30 p.m. Civic Centre – Chairman and Clerk to attend.

6.2 Worcs CALC – Networking event 24 September at 7.00 p.m. County Hall. Clerk to attend.

6.3 Wyre Forest Area CALC/Parish Forum – 30 September Civic Centre, Kidderminster at 6.30 p.m. Cllr R Pugh and the Clerk to attend.

6.4 Parish Conference – County Hall 22 October 2013 at 7.00 p.m. Clerk to attend.

6.5 Emergency Planning Meeting – Wyre Forest Civic Centre – 5.30 p.m. Cllr Mrs S Pritchard to attend.

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

8. **CONSULTATION DOCUMENTS:**

8.1 South Worcestershire Development Plan – Proposed Submission Document and Examination. No comments.

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

The clerk reported:

- Complaint received from resident regarding caravans parked on the grass verge at Lower Chaddesley Corbett. The land is owned by the County Council and they have agreed to visit the landowner to discuss.
- Footpath CC652 and CC653 has now been diverted to improve access to the new school.
- Resident had reported a 2 car collision in Harvington Hall Lane; it was noted that the hedgerow had not been cut back and the clerk was asked to write to the head of the department at the County Council requesting immediate action.

10 FINANCIAL REPORT

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

PAYMENTS

Payee	Service	Net	VAT	Total
CC Village Hall	Room Hire	45.00		45.00
Bill Waldron	Lengthsman	318.50		318.50
Geoffrey Holding	Grass Cutting Orchard	100.00		100.00
Geoffrey Holding	Service to strimmer	182.80		182.80
Geoffrey Holding	Footpaths Maintenance	335.00		335.00
Ben Matthews	General Maintenance	69.00		69.00
Y L Scriven	August net salary	673.85		673.85
St Cassians	Donation to Fete	30.00		30.00
P C World	Camera	115.81	23.16	138.97
BT Broadband	Telephone line and calls	26.46	5.29	31.75
Colour 3	Printing – Neighbourhood Plan	215.00	43.00	258.00
ICO	Data Protection	35.00		35.00
Parish On Line	Mapping Subscription	20.00	4.00	24.00
Halls	Allotment Rent	225.00		225.00
Argos	Colour Printer for NP	100.00	19.99	119.99
Y L Scriven	Postage for NP invitations	62.00		62.00
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RECEIPTS				
Worcestershire CC	Lengthsman Scheme	845.00		845.00
Burial Fees		310.00		310.00
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		1,155.00		1,155.00
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11. **NEW ISSUES and ITEMS FOR NEXT MEETING:** Monday 7 October 2013 at 7.25 p.m.

The meeting closed at 8.55 p.m.