

**MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Monday 4 August 2014  
at Chaddesley Corbett Village Hall  
at 7.25 p.m.**



Present: Chairman Cllr W Mack, Cllrs D Thomas, R Pugh, M Page, L Stockford, B Green, G Vernon, S Williams, Clerk Mrs Y Scriven and members of the public.

1. **APOLOGIES:** Cllrs Mrs J Fox, Mrs P Pardoe
2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** Cllr G Vernon – Harvington Hall Farm  
**OTHER DECLARATIONS OF INTEREST (ODI):** Cllr Cllr B Green – Item 5.2.1 (Holds a Dispensation as Trustees of the Education Foundation Trust) Cllr S Williams – Item 5.4, Cllr L Stockford – 5.2.1 – Cllr R Pugh ?

**DISPENSATIONS** – No new Dispensations.

The Meeting was adjourned for PUBLIC QUESTION TIME

Residents from Harvington made representations about the volume of traffic and speed using Harvington Hall Lane and through the Conservation area. Traffic had increased recently mainly between 5.30-6.30 p.m. when motorists were using the lane to avoid traffic build up at Mustow Green, and at weekends. It was noted that meetings had taken place in the past with Highways and Cllr S Clee with little progress, except the introduction of Not Suitable for Heavy Goods Vehicles sign at the entrance. It was agreed that a further traffic survey would be requested after which Councillors would meet with Highways for further discussion. It was also noted that hedges had not been cut for two years surrounding the field recently acquired by St Mary's Church.

The Meeting re-opened.

3. **MINUTES**
  - a) The Minutes of the Parish Council meeting held on 7 July 2014 were approved and signed.
  - b) The Minutes of the Planning Committee held on 7 July 2014 were approved.
4. **COUNCILLOR'S REPORTS:**
  - 4.1.1 **Chairman:** One minute silence was observed to mark the start of the First World War.
5. **CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION**
  - 5.1 **Neighbourhood Plan (NP)**
    - 5.1.1 **Referendum** – The Referendum would be held at the Village Hall on Thursday 11 September 2014. A Key Points Summary of the Neighbourhood Plan had been prepared and was approved. A voting information sheet had also been prepared; both documents would be sent to every household on the electoral register week commencing 18 August 2014. Polling Cards would be sent by the District Council to every household during week commencing 4 August 2014.
    - 5.1.2 Volunteers were requested to assist on 11 September by visiting residents and offering a lift to the polling station. The Town Crier had been booked and would visit various locations during the day.
    - 5.1.3 Press Releases, Notices and Banners advertising the Referendum would be placed around the Parish.

- 5.2 **Old School Site - Right to Bid** – A meeting had taken place with the prospective purchaser of the site and revised proposals had been discussed. A meeting between Working Group members and Wyre Forest District Council planning officers had also been arranged.
- 5.3 **Parish Magazine** – A meeting had taken place with members of the PCC who would consider the implications and submit proposals to the Parish Council for consideration.
- 5.4 **Allotment Site – Rent Review** – It was agreed to accept the landlord’s offer of an increase in rent of £16.00 per annum effective 29 September 2014.
- 5.5 **Sustainable Communities Act** – Distribution of Agenda by email. It was agreed to continue with paper copies to all Councillors.
- 5.6 **Complaints Procedure:** Following new advice from NALC, new procedures had been drafted for consideration and review.
- 5.7 **Closure of Audit:** - An unqualified opinion had been issued and the closure of audit notice had been placed on the village notice board.
- 5.8 **Planning Training:** - 1 October was selected as a suitable date and all Councillors were invited to attend the training session at Wyre Forest District Council.
- 5.9 **Maintenance Work:**
- 5.9.1 **Lengthsman Scheme** – Clearance of gully’s and grips had taken place in Egg Lane, Tanwood Lane, Bournes Green Lane and Chaddesley Lane. Inlets and outfall had been cleared in Sink Lane and silt and vegetation removed from carriageways at Hillpool, Bluntington and Woodrow. Ragwort had been removed from A448 at Brockencote and footpaths had been sided out on the A448. A meeting would be arranged with the District Council to discuss flooding and silt on Egg Lane.
- 5.9.2 **Rural Footpaths** – Paths to the new school had been cleared and strimmed and overgrowth removed from the Village to Swancote Farm, Harvington-Woodrow and Hillpool. Paths had been strimmed on other footpaths and sign posts and notices replaced on Briar Hill. The Clerk had attended a meeting with the County Council who had requested that approval was obtained from them before carrying out work on footpaths.
- 5.9.3 **General Maintenance** – Telephone boxes cleaned and footways swept in the Village and on Briar Hill. Bus shelter cleaned and shrubs cut back in Fishers Lane.
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.
7. **TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:**
- 7.1 Tenants Association: - Meeting attended by Cllr G Vernon.
8. **CONSULTATION DOCUMENTS:**
- 8.1 Wyre Forest District Council – Affordable Housing Supplementary Planning Document – Noted.
- 8.2 Wyre Forest Local Plan Review Call for Sites 2014 – Noted.
9. **CLERK’S REPORT ON ITEMS OF CORRESPONDENCE FOR INFORMATION ONLY**

9.1 The clerk had written to Worcestershire County Council on behalf of the Parish Council to give support to Worcs CALC's application for funding.

9.2 NHS Health Checks – It was agreed to contact the surgery regarding this initiative.

## 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 for the first time.

Name	Purpose	Amount	VAT	Total
CC Village Hall	Room Hire	87.00		87.00
Bill Waldron	Lengthsman	428.00		428.00
Ben Matthews	Maintenance	178.00		178.00
Geoffrey Holding	Footpaths Maintenance	330.00		330.00
Geoffrey Holding	Grass cutting Orchard	110.00		110.00
Y L Scriven	Clerk's net salary	676.90		676.90
Colour Cubed	Annual Report	872.31	40.20	912.51
Wyre Forest DC	Uncontested Election Costs	199.84		199.84
SLCC	Practitioners Guide	23.00		23.00
Grant Thornton	Audit	300.00	60.00	360.00
Oakleaf	Grass cutting Orchard	174.72	34.94	209.66
Worcs CALC	Training	20.00		20.00
BT	Broadband and calls	35.22	6.53	41.75
	Total	3,434.99	141.67	3,576.66

Receipts				
Worcs CC	Lengthsman Scheme			721.50

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

10.3 The Quarterly analysis against budget was circulated and noted.

11. Date of next meeting Monday 1 September 2014 at 7.25 p.m.

The meeting closed at 8.30 p.m.