

**MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Monday 6 August 2012  
at Chaddesley Corbett Village Hall  
at 7.25 p.m.**



Present: Chairman: Cllrs W Mack, D Thomas, Mrs P Pardoe, R Pugh, G Vernon, Mrs J Fox, L Stockford, M Page. In attendance: Clerk Mrs Y Scriven and members of the public District Cllr S Williams and County Cllr S Clee.

**POLICE REPORT**

CSO Kate Easthope attended the meeting and reported one burglary, one case of anti-social behaviour and 3 thefts during the previous month. The Sports Club had been hit again, and a lawn mower had been taken. There were reports of a suspicious vehicle in Morton Road, Harvington and residents are urged to be vigilant and report incidents immediately the occur.

**CO-OPTION OF A COUNCILLOR**

There had been three applicants for the vacant position and each was given five minutes to address the Parish Council. A written ballot was taken and an overall majority was achieved. As a result Mark Page was appointed Councillor with immediate effect and joined the meeting. The remaining two applicants were thanked for their interest and were invited to reapply when any further vacancies occurred, or at the next full election in two years time.

1. **APOLOGIES:** Cllrs B Green, M Walford, K Bartlett
2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** None  
**OTHER DECLARATIONS OF INTEREST (ODI):** None

The meeting was adjourned for Public Question Time.

The meeting was re-opened.

3. **MINUTES:** The Minutes of the meeting held on Monday 2 July 2012 were approved and signed by the Chairman.
4. **CHAIRMAN'S REPORT**
  - 4.1 Cllr W Mack had been unable to attend the District Council Chairmans' meeting, but Cllr G Vernon deputised. Cllr Vernon reported that the meeting had given an opportunity to meet other Cllrs and share good practice. Cllr S Clee was unable to give any information on the proposed extension of the footpath to the new school. Dates for future meetings 18 October 2012 and 24 January 2013.
  - 4.2 **District Councillor Report:** District Councillor S Williams reported that the office move to the new headquarters had been delayed until early October because key data links would not be completed in time for the scheduled move. The project is on track to come in under budget at less than £10m. During the next few months there would be a campaign to tackle dog fouling under the Keep Britain Tidy National Campaign, and the public were encouraged to report incidents direct to the Hub on 01562 732928. The District Council will be working with Neighbourhood Wardens on this project and will take a robust, zero tolerance approach.
  - 4.3 **County Council Report:** Cllr S Clee offered each Parish a commemorative bench to mark the Golden Jubilee. Suggestions for its location would be considered at the next Parish Council meeting. Temporary flashing speed cameras were available at £1,000 each. The Parish

Council decided not to proceed with purchasing one at this at this time, pending changes to speed limits on the A448. Money was available for flooding issues if required.

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

### 5.1 Neighbourhood Planning:

5.1.1 The Minutes of a community meeting held on 9 July 2012 and an updated list of suggestions for inclusion in the Neighbourhood Plan was received and noted. Copies are available to the public on the Parish Council website at <http://www.chaddesleyparishcouncil.org.uk/nhp.html>

5.1.2 A report had been prepared outlining suggestions for the Constitution of a Steering Group, which was approved. Cllr Dave Thomas was appointed Chairman of the Steering Group. All other Cllrs were invited to work either on the Steering Group or a Working Group, and with the exception of two, all agreed to participate. The Chairman would now formulate the teams and arrange a group meeting as soon as possible.

5.1.3 A report on a meeting with officers of Wyre Forest District Council held on 3 July had been circulated. Cllr G Vernon was now happy that the Neighbourhood Plan would be prepared with full consultation with the public at all stages.

5.2 **Code of Conduct:** The new Worcestershire Code of Conduct was formally adopted by the Parish Council. All Councillors had made their Declarations of Interest and these had been received by the District Council. The clerk complained about the lack of information available from the District Council and poor responses to e-mails. It was agreed to write a letter of complaint to the Chief Executive. It was agreed that the clerk would make necessary amendments to the Parish Council Standing Orders.

5.3 **Newsletter and Neighbourhood Plan Newsletter:** It was agreed to appoint Dudley Print to produce and distribute the documents by post to every household at a cost of £973. The newsletter on the neighbourhood plan and had been well received and was very informative and was the first of many public consultation documents.

5.4 **Fidelity Guarantee Insurance:** It was agreed to increase cover to £100,000 per annum, effective August 2012, at an additional cost of pro-rata £90 per annum.

5.5 **The Holloway:** Deferred to next meeting. It was suggested that Alvan Kingston from the District Council should be consulted on what work was required. It was agreed to obtain quotations from a tree surgeon.

5.6 **Footpaths:** A quotation had been received from Geoffrey Holding to carry out urgent clearance work on footpaths 633, 628, 630, 633, 624 and 651. Footpaths 580, 635, 651 and 581 would be cleared by the County Council. A further quotation had been received for footpaths 526, 599 and 623 to be strimmed, which, if agreed by the Footpaths Warden, was approved. Bridlepath 598 would be inspected by the Footpaths Warden and if required clearance would be commissioned through the Community Payback Scheme.

5.7 **Burial Fees:** Deferred to next meeting.

5.8 **Allotments and Community Orchard:** Cllr L Stockford reported that the pathways and the rest of the orchard site had now been cut. All allotments had been let.

5.9 **Lengthsman Scheme:** During the month clearance work had been carried out on Woodrow, Tandy's Lane and the Holloway, siding out and clearance of gullies to facilitate flood control had been done at Sion Court Farm Drayton, Deansford Lane and the A448. Fold Lane had been strimmed and verges cut back. A loose bollard had been repaired outside the Swan, bus shelters swept and washed, signs cleaned and litter removed. Growth of Ragwort around the Parish would be safely removed and disposed of during August.

- 5.10 **Risk Assessments:** Draft Risk Assessments had been prepared and would be completed over the next few weeks.
- 5.11 **Citizen's Award:** It was agreed further information would be obtained about The Big Society British Empire Award Scheme.
- 5.12 **Parish Council Laptop:** A proposal had been circulated to replace the Parish Council laptop at a cost of £752 to include all necessary software. This proposal was agreed.
- 5.13 **Proposed changes to Speed Limits on the A448:** It was proposed that the current 30 mph restrictions on the A448 would continue, but would be extended to cover the entrance to the new school. This was approved, but the restriction should continue further up Chaddesley bank even as far as the entrance to Clattercut Lane. It was also suggested that anti-skid pads should be installed on the tarmac on the downward slope approaching the school from Bromsgrove. It was also proposed that the existing 60 mph limit on the rest of the Bromsgrove Road should be reduced to 50 mph, but the consensus of opinion was that it should remain at 60 mph.

## 6. DATES FOR MEETINGS

- 6.1 Emergency Plan Workshop – Wednesday 26 September 2012 at 7.30 p.m. in the main hall.
- 6.2 Wyre Forest CALC/Parish Forum – Wednesday 17 October 2012 at 7.00 p.m. at Duke House, Kidderminster.

## 7. TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:

- 7.1 **Community Tenants Association:** Cllr G Vernon had not been able to attend the last two meetings due to Parish Council commitments.
- 7.2 **Village Hall:** New table tops had been purchased.

## 8. CONSULTATION DOCUMENTS

- 8.1 **Draft Local Audit Bill** – The clerk was instructed to respond to this consultation on behalf of the Parish Council.
- 8.2 **Wyre Forest District Council Review of Polling Places:** As this did not affect the Parish, the clerk had already responded to the consultation.

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

- The County Council had appointed a new weed spraying contractor who had been seen spraying along Fold Lane. This was reported to Highways and would not happen again.
- A proposed meeting with Highways to discuss visibility issues at the entrance to Harvington Hall Lane from the A448 had been refused by Highways. It was agreed to write to Cllr S Clee.
- Cllr D Thomas had attended a Localism Bill training course on 2 August 2012 at a cost of £80.
- Maintenance work on the burial ground would be reviewed in October.
- Parish Councillors were urged to attend as many meetings as possible and the clerk was asked to prepare a register of attendance over the last twelve months.
- The footpath from St. Cassians churchyard to the A448 would be strimmed on a regular basis.
- Temporary closure of Deansford Lane from 10 September for 25 days from its junction with A450 Worcester Road to its junction with A456 Birmingham Road in order to facilitate essential water main installation.

## 10 FINANCIAL REPORT

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

**Payments**

Recipient	Details	Cost	VAT	Total
Ben Matthews	Lengthsman scheme	424.83	6.25	431.08
CC Village Hall	Meeting Room July	25.00		25.00
Y L Scriven	BT Broadband and telephone	79.80	15.04	94.84
Worcs CALC	Training Session	80.00	16.00	96.00
Dudley Print	Annual Report and Newsletter	974.00		974.00
Clement Keys	Audit	185.00	57.00	342.00
Y L Scriven	Expenses June/July	132.70	11.10	143.80
G Holding	Footpaths Maintenance	399.10		399.10
		<hr/>	<hr/>	<hr/>
		2,400.43	105.39	2,505.82

**Receipts**

Worcestershire CC	Lengthsman	744.00		744.00
Allotment Rent		12.50		12.50
		<hr/>	<hr/>	<hr/>
		756.50		756.50

10.2 A Bank Reconciliation for July had been circulated to all Councillors and was approved.

10.3 The clerk confirmed that the FSCA cover on investments did not apply to Parish Councils. It was agreed to defer discussion of further investments until the next meeting.

10.4 A comparison of Budget to Income and Expenditure for the quarter to June 2012 had been circulated and agreed.

11. **NEW ISSUES and ITEMS FOR NEXT MEETING:** Review of burial fees. Investment of Parish Council reserves. The Holloway. Site for Jubilee bench.

Date of next Meeting Monday 3 September 2012

The meeting closed at 9.00 p.m.