

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Tuesday 6 May 2014
at Chaddesley Corbett Village Hall
at 7.25 p.m.**



Present: Chairman: Cllr W Mack, Cllrs D Thomas, R Pugh, G Vernon, Mrs S Pritchard, M Page, Mrs P Pardoe. Clerk Mrs Y Scriven District Cllrs S Williams, Mrs P Hayward and a member of the public.

1. **APOLOGIES:** Cllr Mrs J Fox, M Walford, B Green, L Stockford

2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** None

OTHER DECLARATIONS OF INTEREST (ODI): Cllr Mrs P Pardoe – 5.7 – Village Hall

DISPENSATIONS – No new Dispensations. Cllr Mrs P Pardoe has a Dispensation in relation to her position as Trustees of the Village Hall.

The Meeting was adjourned for PUBLIC QUESTION TIME

The Meeting re-opened.

3. **MINUTES**

- a) The Minutes of the Parish Council meeting held on 7 April were approved.
- b) The Minutes of the Extraordinary Parish Council meeting held on 24 March 2014 were signed.
- b) The Minutes of the Planning Committee held on 7 April 2014 were approved.

4. **COUNCILLOR'S REPORTS:** None

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

5.1 **Neighbourhood Plan**

5.1.1 The Wyre Forest District Council's Consultation Period ends on 7 June and the External Examination should take place by 18 June. Selection of External Examiner yet to take place. It was expected that a Decision Statement would be issued by the District Council by 22 July 2014, with a Referendum in September and formal adoption of the Neighbourhood Plan by November/December 2014. All these dates were subject to approval of the draft plan by the External Examiner.

5.1.2 **Traffic Feasibility Study:** A meeting had been held with the consultant to review initial options, some of which were ruled out. Revised options were being prepared and when complete the consultant would give a presentation to the Parish Council.

5.2 **Parish Council Elections:** 10 Candidates had been nominated to serve on the Parish Council so no election would be required. There was a further vacancy which would be filled by co-option and residents would be invited to apply. Thanks were extended to Mrs S Pritchard and Mr M Walford for their service on the Parish Council. New Councillors would take up their appointments at the next meeting on 2nd June after making Declarations of Acceptance.

5.3 **New Financial Regulations:** The new Regulations were adopted by the Parish Council. This would enable electronic banking and payment of accounts by BACS. It was agreed that three councillors would register for internet banking to facilitate approval of BACS payments.

5.4 **AGM and Parish Council Meeting 2 June 2014:** It was noted that the AGM would precede the meeting at 7.15 p.m.

- 5.5 **Insurance Renewal:** Quotations had been obtained from existing insurers AON and Zurich Insurance and these had been analysed by Mr D Hislop to ensure they were offering like for like cover. It was agreed to change to Zurich Insurance for a 3 year period, resulting in a saving of £349.61.
- 5.6 **Annual Return Financial Year Ended 31 March 2014:** Supporting information had been provided to Councillors and the Annual Return was completed and approved. Annual Governance Statements were confirmed and signed by the Chairman. The accounts would now be sent to the Internal Auditor.
- 5.7 **Village Hall:** Evidence had been provided to the Chairman which confirmed that several local groups paid subsidised rates for use of the hall which amounted to approximately £4,000 per annum. It was agreed to pay £500 donation to the Village Hall to assist with repayment of the loan for solar panels, effective 1 October 2014. This would be reviewed each year.
- 5.8 **Local Government Boundary Review:** Most of the recommendations were in line with Parish Council suggestions, but it was felt that the inclusion of part of Upper Arley in the Rural Ward would mean increased travelling for the 3 District Councillors appointed to the Ward. This was the agreed response to the Consultation.
- 5.9 **Burial Ground:** Cllrs L Stock and G Vernon would inspect the monuments and report back to the next meeting.
- 5.10 **Maintenance Work:**
- 5.10.1 **Lengthsman Scheme:** Extensive work had been carried out to clear grips, outfalls and gullies at Fox Lane, Cakbole, Dobes Lane, Hardash Lane, Harvington Hall Lane, Woodrow, Tandys Lane and Hillpool.
- 5.10.2 **Parish Footpaths:** Work had been carried out on BW598 at Barrow Hill, FP615 at Harvington and FP624 The Village to Swancote to repair surface damage, drainage, and removal of overgrowth.
- 5.10.3 **General Maintenance:** Bus shelter on A448 cleaned, footpaths swept in village and Harvington Hall, and litter picking around Winterfold School.
6. **DATES FOR MEETINGS:**
- 6.1 AGM and Parish Council Meeting 2 June at 7.15 p.m; Annual Parish Meeting 9 June at 7.30 p.m.
7. **TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:**
- 7.1 Cllr D Thomas reported on attendance at the 10th County Parish Conference where there had been a lot of interest in the Neighbourhood Plan exhibition. Installation of superfast Broadband was proceeding to schedule and up to date information is available on the website: <http://superfastworcestershires.com/home>
Residents were encouraged to upgrade their contracts to benefit from superfast broadband when it becomes available in their area. A new online reporting system had been introduced for reporting potholes and other County Council maintenance issues.
8. **CONSULTATION DOCUMENTS:** None
9. **CLERK'S REPORT ON ITEMS OF CORRESPONDENCE FOR INFORMATION ONLY**
- 9.1 **Rural Sounding Board:** Agreed we would participate in online Surveys.
- 9.2 **Land Girls:** Help for Heroes – Friday 27 June at 8.00 p.m. Tickets £8.50

- 9.3 **Advertising Signs:** Enforcement advised that advertising banners around the Parish should be removed.
- 9.4 **Urban Grass Cutting:** Contract to cut Chaddesley Village only awarded to Oakleaf. Harvington urban areas to be cut by Wyre Forest District Council.
- 9.5 **Parking:** Reports of employees being denied use of allotment facility. Agreed to write to tenants of allotments and install a sign 'For use by allotment holders and employees only'. New gate in situ.
- 9.6 **Harvington Hall Lane:** The Parish Council can take no further action.

10 FINANCIAL REPORT

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

PAYMENTS UP TO 31 2014

Payee	Service	Net	VAT	Total
CC Village Hall	Room Hire	54.00		54.00
Bill Waldron	Lengthsman	353.00		353.00
Ben Matthews	Maintenance	123.00		123.00
G R Holding	Footpath Maintenance	260.00		260.00
G R Holding	Spray orchard, cut grass	165.00		165.00
Y L Scriven	Net Salary	676.90		676.90
Y L Scriven	Clerk's expenses	283.72	11.73	295.45
B T Broadband	Quarterly account	45.97	9.19	55.16
SLCC	Subscription	129.00		129.00
YES Computers	Web Domain	58.80	11.76	70.58
Worcestershire CALC	Subscription	549.44	96.25	645.69
AON	Additional Insurance	6.31		6.31
Severn Trent	Allotment Water	19.46		19.46
Best Copy Shop	Photocopies	19.80		19.80
Cartridge Shop	Black Ink Cartridge	19.98		19.98
		2,764.38	128.93	2,893.31
Receipts				
Wyre Forest District Council	Precept, Grants	12,552.70		12,552.70
Wyre Forest District Council	Drainage Grant	500.00		500.00
		13,052.70		13,052.70

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

11. **NEW ISSUES and ITEMS FOR NEXT MEETING:** Monday 2 June 2014 at 7.15 p.m. AGM
 Followed by Parish Council Meeting.
 9th June Annual Parish Meeting.
 Monday 7 July 2014 Parish Council Meeting.

The meeting closed at 9.00 p.m.