

COOKHILL PARISH COUNCIL

The Minutes of Cookhill Parish Council meeting Held on Tuesday 12th August 2014 at 7.30pm Cookhill Village Hall.

Present: Councillors R Pinfield (Chairman), A Sumner (Vice-chairman), T Bennett, M Churchill, V Gupta, J Roberts and T Whitehead

In attendance: County Councillor Clive Holt; District Cllr Audrey Steel
Six members of the public were present.
Acting Clerk Gill Lungley

The Chairman asked the members of the public if there were any items that they were concerned with on the agenda and if they wished to comment **before the meeting officially opened.** Brief notes of the comments are appended to these minutes.

14.106 Apologies received and accepted. All members present, no apologies required.

14.107 Declarations of interest

- a. Register of Interests. Councillors were reminded of the need to update their Register of Interests.
- b. Disclosable Pecuniary Interests. None disclosed.
- c. Other Disclosable Interests: None disclosed.

14.108 Minutes: The minutes of the Meeting of the Council held on 8th July 2014 were approved and signed by the Chairman.

14.109 Police and Neighbourhood Watch reports:

PCSO 40038 Katie Fellows had sent apologies for non-attendance and the comment that there have been no significant incidents that have occurred over the past month.

Cllr Bennett reported as follows:

- i) Had met with PC Carter
- ii) The Parish Council has been accepted for Community Speed Watch initiative.
- iii) The Safer Roads Camera Partnership deals with enforcement of speed limits and will provide reports on speeds to the parish council.
- iv) Signage will be arranged between the County Council and the Parish Council; suggested varying speed limit signs in Edgioake Lane as in Feckenham, 30 – 40 – 60.
- v) PC Carter's speed enforcement work is voluntary, covering 80 sites between 2 police officers with one camera; reports and feedback will be via the parish council.

Members asked for speed checks to be carried out between Church Lane and Chamberlain Lane and for the results to be reported back to the parish council.

14.110 Planning Matters:-

There were no notifications of applications.

Reports from Wychavon Planning

- i) **Changes to Permitted Development Rights** (PDR's) members discussed Wychavon District Council's information about the changes to PDR's which have been introduced as part of the Government's modernisation of the planning system that focuses on:
 - Allowing small scale alterations through the use of permitted development;
 - Prior approval rights for development requiring consideration of specific issues,
 - Planning permission for other and larger scale developments.
- ii) **Decisions on recent applications:**
 - a) **Location:** Westall Court, 4 Westall Centre, Holberrow Green, B96 6JY
Proposal: Conversion of detached garage to ancillary annexe accommodation and erection of two garden sheds. **Wychavon DC Decision - Application Approved.**
 - b) **Location:** The Hollies, 7 Wood Lane, New End, Astwood Bank, Redditch, B96 6NN

Proposal: Retrospective erection of storage barn (for tractor, trailer and items for purposes incidental to the livery and paddock maintenance).

Wychavon DC Decision - Application Refused.

iii) **Enforcement Matters:**

- a) **Members discussed** the site, currently subject to enforcement action, which has seen the conversion of a swimming pool into a separate detached dwelling without planning permission and for which there is now an application for a Certificate of Lawfulness. Members agreed to comment as follows: The Parish Council has received information that the property for which the Certificate of Lawfulness is requested has been sold independently of the dwelling to which the original swimming pool belonged. There used to be a substantial hedge between the two properties which has now been removed. A bat survey is required.

14.111 Emergency actions taken since last meeting

The Chairman outlined emergency actions taken following Mary Shephard's sudden resignation due to family commitments, the appointment of an Acting Clerk and steps taken to fill the position on a permanent basis. Members supported the Chairman's actions.

14.112 Progress reports

a) **County Cllr Holt:** Cllr Holt provided information relating to:

- continuing fall in unemployment and claimant figures for the county;
- Funding yet to be approved for the Norton Parkway
- Ofsted inspection of the county's schools has seen a rise to 75% being good or outstanding;
- County Council staff numbers are being reduced to 2,536 by 2015/16, leading to an increase in the amount of work being commissioned;
- Meeting with Highways Liaison Engineer, RC, regarding lorries driving over the grass verge at Lower Cladswell. Cllr Holt suggested the Parish Council should contact RC regarding other highways matters – members suggested sites including The Ridgeway (50 yds past Nevil Arms where road markings are required), drainage at the bottom of Oak Tree Lane.

b) **District Cllr Steel:** Cllr Steel provided information relating to:

- Community information folder, copy to be kept at village hall;
- Planning application at S E Davis (14/01162) is to be considered by the WDC planning committee;
- WDC would provide more information on Permitted Development Rights if requested;
- WDC had now reached its five-year land supply limit;
- There is to be a WDC meeting with villages in September to share plans on strategic development in the district.

c) **District Cllr Lee:** was not present.

d) **Chairman Cllr Pinfield:** as above.

e) **Clerk:-**

- i) Information is required for the What's On newsletter, September issue; an insert from Rooftop Housing is to be included. **It was agreed** the Acting Clerk would provide a 'blog'.
- ii) Reminder of Severn Trent site visit on 14/08/2014 and to consider preferred route to site. **It was agreed** to advise Severn Trent to travel empty down Church La and full up Wood Lane.
- iii) Preparation of update to Standing Orders and Finance Regulations. **It was agreed** to defer this until the new Clerk has been appointed.
- iv) Reminder for members to meet 07/09/2014 for biannual land inspection. **It was agreed** to delay this meeting for one week and to meet instead on 14/09/2014 at 10.30am.
- v) Preparation of Best Kept Allotment award (Chairman to judge). Cllr Pinfield has judged this the winner's name would be passed on to the Acting Clerk for engraving on to the award. Additionally **it was agreed** to make arrangements for a 14 cu yard skip to be hired for the allotments for the period 03/10/2014 to 13/10/2014 and the Acting Clerk was asked to find comparative quotes.

- vi) A notice has been displayed on the notice boards and website asking community groups to request donations for consideration at the September parish council meeting.

Correspondence received included:

- Community Champions wanted in CAB volunteer recruitment drive
- Cookhill Community Games on 24th August at the Cricket Club, 12pm – 5pm: **it was suggested** that in future improved advance notice would help members to prepare for and support this event;
- WorcsCALC Wychavon area committee meeting held 05/06/2014
- South Worcestershire Development Plan briefing – invitation to attend on 22/ 25 Sept
- ‘Weight of Traffic’ parish resident’s concerns about use of main road by heavy vehicles*
- Report of damage to footpath Church Lane/Cladswell Lane *

*These two items would be referred to the Highways Liaison Engineer

f) Parish Paths Warden – Barry Menheneott: Nothing to report.

g) Cookhill Village Hall – Cllr Sumner: The village hall has been booked for a defibrillator training session on Friday 24th October 2014.

h) Lengthsman Scheme: work has been included strimming of verges and vegetation near cricket ground, bus stop, phone box, footpaths, Oak Tree Lane island. The Japanese Knotweed seen on B4090 has been referred to WCC for attention.

i) Affordable Housing Group: The Acting Clerk has referred applicants keen to find out more about the scheme to Wychavon District Council. Rooftop Housing would be asked if they would provide a defibrillator and power source at their existing property 50/54 The Ridgeway (not the new-build) with the box to be funded via County Cllr Holt. [The Acting Clerk was asked to find out the cost of 2 defibrillators following the offer by S E Davis to provide one at their premises.]

j) Parish Council owned playing fields: The Chairman is to buy outdoor table-tennis balls to augment supply at the playing field. The playing field is being well used but hedge-trimmings etc cannot be burned on site and there appears to be no suitable venue to dispose of them. District Cllr Steel agreed to make enquiries about this.

14.113 To consider use of New Homes Bonus funding and s106 funding

District Cllr Steel provided an explanation of s106 ‘offsite Leisure contribution’. **It was agreed** to invite WDC officer Jem Teal to the next parish council meeting to provide information on the scheme.

14.114 To consider support of Worcestershire County Association of Local Councils

(WorcsCALC) in funding bid to County Hall. It was agreed to write to Ms C Marchant (Chief Executive, WCC) copy to County Cllr Holt, stating any reduction in funding to the county association will adversely impact on the parish councils and as the county council wishes to improve communications with its parish councils then continued financial support would help.

14.115 Response to the annual Police & Crime Commissioner Consultation. Members agreed a response which will be submitted by the Acting Clerk.

14.116 Statement of financial affairs and authorisation of payments.

The monthly statement of financial affairs and the presented payments including two late additions were authorized and approved by the Council.

Lloyds Bank had offered a sum in compensation for bouncing cheques despite ‘sweep’ arrangements on the parish council’s account; the sum was to be accepted along with a request to the bank to apologise for their error to all affected payees.

14.117 Information and items for the next agenda

- i) Comment re community games included at 14.112(e) above.
- ii) Report of damaged chevron in Dogbut Lane.
- iii) Cookhill Village Hall management committee will be seeking funding support to attend to drainage problems and re-surfacing of the car park.

14.118 The meeting was closed to the public on the grounds that discussion relating to staff issues was not in the public interest.

Members discussed and agreed upon the funding involved relating to the Acting Clerk and permanent replacement. The vacancy would be advertised until 29/08/2014 when all completed application forms would be circulated to members for comment to allow for short-listing and invitation to interview. All members would be expected to take part in the interviewing.

14.119 Date of next meeting

The next Parish Council meeting will be put back by one week to Tuesday 16th September 2014 (to allow for holidays) and will start at 6.30pm to allow for meeting with Jem Teal and the Land meeting. The meeting will be at Cookhill Village Hall.

This meeting closed at 21.40hrs

Signed Chairman

Dated

Appended notes to Cookhill Parish Council minutes 12/08/2014

Contributions from members of the public in attendance

Six members of the public were in attendance and spoke during the open forum prior to the start of the meeting, and at specific points during the meeting when invited to do so by the Chairman, upon the following topics:-

Planning enforcement

The council was asked if there had been any update on the planning issue previously discussed. This was covered during the meeting at minute no. 14.110 (iii)a

Dangerous highways junction

The council was advised of concerns for road users when drivers negotiate a right turn exiting A422 from Alcester direction onto A441 heading towards Cookhill. In response the Acting Clerk was asked to arrange for the hedge and the grass verge to be cut.