

## COOKHILL PARISH COUNCIL

### **The Minutes of Annual Meeting of Cookhill Parish Council Held on Tuesday 10<sup>th</sup> May at 7.30pm Cookhill Village Hall.**

**Present:** Councillors R. Pinfield (Chairman), A. Sumner (Vice-chairman), M. Churchill, T. Bennett, V. Gupta & P. Davis

**In attendance:** District Councillors A. Steel & David Wilkinson  
3 members of the public from the Village Hall committee  
Clerk Kate Brazier

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.

**16.061. All Councillors signed the declaration of acceptance of office.**

**16.062. To elect the Chairman** – Councillor Pinfield was elected as Chairman to Cookhill Parish Council and signed the declaration of acceptance of office as Chairman of the Council. Proposed by Cllr Sumner and seconded by Cllr Bennett, agreed unanimously.

**16.063. To elect the Vice-Chairman** – Councillor Sumner was elected as Vice-Chairman and signed the declaration of acceptance of office as Vice-Chairman of the Council. Proposed by Cllr Bennett and seconded by Cllr Davis, agreed unanimously.

**16.064. Apologies received and accepted from** Cllr P. Stephens & County Cllr C. Holt

**16.065. 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

**16.066. To appoint** representatives to outside bodies – Councillor Sumner was appointed the Cookhill Village Hall representative.

**16.067. To elect** representatives for statutory committees and other groups – Eileen Payne was elected as Trustee to Parochial Charities. The Chairman thanked Mrs Payne for taking on this role.

**16.068. Minutes:** The minutes of the last Meeting of the Council were approved:

- a) The Annual Parish Meeting held on 12/04/16
- b) The Parish Council Meeting held on 12/04/16

**16.069. Police & Neighbourhood Watch Reports:** Local crime incidents in the area were reported. Cllr Bennett reported on an unexplained explosion involving a post box in Inkberrow. The matter has been reported to the Post Office but whether the Police were informed is unknown. Cllrs were keen that any suspicious behaviour be reported to the Police.

**16.070. Planning Matters:-** members of the public were invited to speak on the applications notified to the Parish Council.

**i) The following applications were considered for comment:**

- a) **W/16/00898/OU Location:** Astwood Water Tower, The Ridgeway, Astwood Bank  
**Proposal:** Conversion of a redundant water tower to a dwelling, adding a stair up to the former tank. Retaining an existing telecommunications mast.

**Comment:** Following a site visit by two Parish Councillors it was proposed that the application be refused on the grounds that there is not sufficient detail included in the submitted proposal and it is lacking in important information regarding windows and the location of the relevant utilities, for example sewerage. **Recommend Refusal.**

- ii. **Reports from Wychavon Planning:** None
- iii) **Planning enforcement matters from Wychavon Planning:** None

#### 16.071. Progress Reports

a) **County Cllr Holt** no report

b) **District Councillor Steel:** reported that Inkberrow is set to be a Village of Culture in 2017 with lots of events scheduled throughout the year. These will be paid for by the Art & Culture Fund from the new housing development. Cllr Wilkinson told the Council that former District Cllr Lee's funeral had been held and was very well attended.

c) **Chairman Cllr Pinfield:**

- i. Speeding on Salt Way. *See item 16.074*
- ii. Repair of Noticeboard at SE Davis. *See item 16.075b.*
- iii. Village Hall Lights. *See item 16.075c.*

d) **The Clerk** provided an update on the following:

- i. Litter Pick in the Village – This took place over the May Bank Holiday weekend and was attended by a few hardy parishioners. Wychavon District Council have assigned a pack containing litter pick equipment to the Parish Council permanently. The Chairman thanked both Cllr Sumner, for organising the event, and the parishioners who took part. Thanks also to Cllr Steel for collecting the equipment on the Parish Council's behalf.

e) **Parish Path Warden:** The post remains open and will continue to be advertised in the What's On magazine and on the Parish Council website.

f) **Cookhill Village Hall Report:** Cllr Sumner reported that the AGM had taken place at the end of April. She advised that the next event on the calendar would be the Skittles Night on Saturday 28<sup>th</sup> May. £6.50 including supper.

g) **Lengthsman Scheme:** The Lengthsman continues to carry out essential work around the Parish. He has reported several blocked drains that will need attention from County. Clerk to report. He will also carry out essential maintenance to the Parish Council noticeboard on Edgioake Lane and repair the fence at the Playing Field, as detailed in the RoSPA annual report. Cllr Pinfield to purchase the necessary maintenance equipment on the Council's behalf.

h) **Playing Fields:**

- **Adult Exercise Equipment** – This is now fully installed and is being used by parishioners. The feedback so far has been very positive.
- **Children's Equipment Update** – The funding proposal is with the District Council for approval.
- **Portable Toilet for Playing Fields** – Cllr Pinfield suggested hiring a toilet for the playing fields at a cost of £18 a month (extras charged for delivery and mains) Cllr Sumner thought this would be a good idea. Pend update.

i) **Affordable Housing – Ridgeway Meadows:** This has now been signed off by the Parish Council.

16.072. **To consider** the dates for the meetings during 2016/2017. **It was resolved to approve the dates** and details will be made available on the Parish Council website and noticeboards. Additional meetings for planning matters will be formally set as required.

**16.073. To consider** payment of outstanding annual subscriptions. **It was resolved to continue with the following subscriptions** as renewal becomes due:

- a) What's On Magazine (£400)
- b) Clerk's & Council's Direct (approx. £85)
- c) Community First (approx. £50)
- d) Milestone Society (approx. £20)

**16.074. To discuss** the issue of speeding on Salt Way. Cllr Pinfield commented on continued speeding reported on Salt Way by a resident. The clerk advised that the companies mentioned in the email had been contacted. They have asked for more specific details regarding the alleged offences as they take the matter of speeding very seriously. Pend update.

**16.075. To consider:**

- a) Skip Hire – The council agreed to hire the skip for the weekend of 3<sup>rd</sup> & 4<sup>th</sup> September (to be delivered on 2<sup>nd</sup> and collected on the 5<sup>th</sup>) pending approval from the Village Hall Bookings' Secretary.
- b) Replacement posts for noticeboard outside SE Davis – After assessment of the posts by Cllr Pinfield and the Lengthsman it was agreed that the posts could be made good with a little work. Cllr Pinfield will purchase equipment for repair by the Lengthsman.
- c) Lights at Cookhill Village Hall – A presentation was given to the Parish Council by the Village Hall committee regarding plans to install lighting in the Village Hall car park.

**16.076. To consider** the annual insurance renewal quotes for the Parish Council's insurance, employer and public liability cover. **The quote remains the same as the cover continues on the 3-year policy by Zurich Insurance.**

**16.077. To discuss** Footpath alongside land at Dogbut Lane. The landowner has removed the fence separating the footpath from livestock in the field. Several walkers have been in touch with the Parish Council as they feel afraid to walk across the field now and the landowner has been asked to reinstate the fence. There is also a drainage issue on the land, Cllr Pinfield has assessed the problem and spoken to the landowner who will clear the ditch. Pend update.

**16.078. To receive** the statement of financial affairs and authorise payments.

- a) The monthly statement and bank reconciliation for April 2016 showing the available funds, the income and expenditure comparison to the budget.
- b) Cheques for payment were reported, authorised and approved by the Council.

**16.079 To receive information and items for next agenda**

Councillors are requested to use this as an opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not a time for debate or decision-making.

- Items for the next Agenda – Children's Play Equipment & swings for Village Hall.

**16.080. To confirm the date of the next Parish Council meetings**

- a. **Land Meeting** is Tuesday 14<sup>th</sup> June 2016 at 7pm.
- b. **Parish Council Meeting** is Tuesday 14<sup>th</sup> June 2016 at 7:30pm

This meeting closed at 21:42 hrs

**Signed Chairman**

**Dated**