



**The Minutes of Cookhill Parish Council Meeting
Held on Tuesday 11th April 2017 at 7:30pm
Cookhill Village Hall.**

Present: Councillors R. Pinfield (Chairman), A. Sumner (Vice Chairman), M. Churchill & T. Bennett.

In attendance: Clerk – Kate Brazier
District Councillor Audrey Steel
District Councillor David Wilkinson

6 members of the public

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.

17.043. Apologies received and accepted from: Cllr T. Draper, County Councillor Clive Holt, Mr Tony Carter & Mr Tony Mitchell.

17.044. Declarations of interest

- a) Register of Interests. Councillors were reminded of the need to update their Register of Interests.
- b) Disclosable Pecuniary Interests – Cllrs A. Sumner & M. Churchill disclosed an interest in item 17.027.d.i)
- c) Other Disclosable Interests

17.045. Minutes: The Minutes of the Meeting of the Council on 14/03/17 were approved by the Council and signed by the Chairman. Proposed by Cllr Churchill and seconded by Cllr Sumner.

17.046. Police and Neighbourhood Watch Reports

- Whilst the Limebridge team were carrying out the grass cutting along Evesham Rd on Wednesday 5th April 2017 several items of equipment were stolen from their open van. The van was not parked far from where they were working. They have been given an incident number by the Police.
- Cllr Sumner reported sightings of two white vans travelling round the village. They appeared to be working together and were looking in skips on driveways.

17.047. 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/17/00455/COU – Land off Dogbut Lane, Astwood Bank

Proposal: Application for a temporary mobile home and installation of septic tank and associated works.

Comment: Recommend Approval. It was confirmed that the septic tank on the plans was incorrectly placed and the clerk was asked to contact Wychavon regarding this. 3 councillors in favour with one against.

b. W/17/00400/HP – Myrtle Cottage, 34 The Ridgeway, Astwood Bank

Proposal: New first floor bedroom extension over existing dining area together with garage conversion to form enlarged dining area space, utility room, office and store.

Comment: Recommend Approval. All in favour.

c. W/17/00523/HP – Dogbut Farm, Dogbut Lane, Astwood Bank

Proposal: Proposed two storey rear and side extensions

Comment: Recommend Approval. All in favour.

d. W/16/03012/CU – Dragon Cottage, Astwood Bank, Redditch, B96 6LA

Proposal: Change of use to holiday let *Amendment to plans. Consultation reopened*

Comment: Recommend Refusal due to the proximity of the newly designated entrance to the busy crossroads. Agreed unanimously.

e. W/17/00360/HP – Lynalton, 27 The Ridgeway, New End, Astwood Bank, B96 6LS

Proposal: Replacing an existing porch with new, larger porch on the front of the property

Comment: Recommend Approval. All in favour.

f. W/17/00601/FUL – Land Adjacent to Dogbut Farm, Dogbut Lane, Astwood Bank

Proposal: Retrospective application to widen existing gateway/entrance to create splay off road onto access track to access agricultural building and fields.

Comment: Recommend Approval. All in favour.

g. W/17/00603/FUL – Land Adjacent to Dogbut Farm, Dogbut Lane, Astwood Bank

Proposal: Retrospective application for steel framed agricultural building for mixed use as per previous permitted development/prior notification – ref: AB/16/01364/AB – for the use of storage for forage and agricultural machinery and also for the housing of livestock, mainly cattle.

Comment: Recommend Approval. All in favour.

- ii) **Reports from Wychavon Planning:**
 - a. **W/17/00263/HP** – Villa Farm, Salt Way, Astwood Bank, Redditch, B96 6LH
Proposal: Proposed single storey extension to lounge
Decision – Approved 24/03/17
- iii) **Planning enforcement matters from Wychavon Planning:** None reported

17.048. Progress Reports

- a) **County Cllr Holt:** Apologies.
- b) **District Councillor Steel:** Cllr Steel advised the meeting of the changes at Wychavon Planning Department and the proposed review of planning enforcement procedures.
- c) **District Councillor David Wilkinson:** None
- d) **Chairman Cllr Pinfield:** The new Vehicle Activated Sign will be installed at the beginning of May. The post has now been installed.
- e) **The Clerk provided an update on the following:** Speeding on the Ridgeway – Highways have repainted a historic SLOW on the road outside the Nevill Arms, so further works are needed closer to the problem bend.
- f) **Parish Paths Warden:** The County Council are progressing the issue of a narrow path on the west side of the allotment field, reported to the Parish Council. The intention is to change the stile arrangement so that a machine can be used to level the path.
- g) **Cookhill Village Hall Report:**
 - **Car park** – Subject to planning permission the committee have accepted a quote to carry out some work to extend parking spaces on the car park by putting down rubber matting. A new lighting system will also be investigated. Planning permission may need to be sought for this work. The grant awarded to the Village Hall by the Parish Council will go towards the car park project.
 - **Race Night** – The last Race Night was well attended and made a good profit.
 - **Aber Valley Male Voice Choir** – The popular choir from Wales will make a welcome return to the hall in July. Please contact Eileen Payne for ticket details.
- h) **Lengthsman Scheme:** As well as carrying out necessary works around the Parish the Lengthsman has also erected the pole in readiness for the new vehicle activated sign that will be installed on the Ridgeway in early May. The clerk will make contact with him regarding the reseeding of the island at the bottom of Oak Tree Lane and to cut the grass at Arrow Crossroads, by the phone box.
- i) **Playing Fields:** The RoSPA Annual inspection of the new play equipment has taken place with only one report concerning one of the pieces of adult equipment. The report suggested that the adult equipment was a High Risk. The clerk will investigate further and report back at the next meeting.
- j) **Affordable Housing – Ridgeway Meadows:** Nothing to report.

17.049. Approval of;

- a) **Asset Register** - The Council reviewed and approved the Asset Register as of 31st March 2017
- b) **Risk Assessment Schedule** – The Council reviewed and approved the Risk Assessment Schedule as of 31st March 2017

17.050. Allotment Car Park Improvements – As discussed under Finance at the March meeting the Parish Councillors approved the enlargement of the Allotment car park, using some land from a vacant plot. A second quote for building supplies was requested before purchase agreed. This was proposed by Cllr Sumner and seconded by Cllr Churchill. All in favour.

17.051. Annual Return for the Financial Year 2016/17

The Parish Council considered, approved and signed the Annual Return for the year ending 31st March 2017 as follows;

- a) **Annual Governance Statement 2016/17**
- b) **Accounting Statement 2016/17**

17.052. Finance

- a) The monthly statement and bank reconciliation for March 2017 (year end) showing the available funds, the income and expenditure comparison to the budget was approved. Cheques for payment were presented, approved and authorised for payment.
- b) **John Kirk** – The Council approved the amended contract for JK Garden Care – showing the increase from £20 to £30 per cut for 2017 season. Mr Kirk will be sent a copy of his new contract.
- c) **Reserves Fund** – The 2017/18 Reserves fund was approved and signed by the Chairman.

17.053. 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.

17.054. To confirm the date of the next Parish Council meetings

- a. **Annual Meeting of the Parish Council** is Tuesday 9th May 2017

This meeting closed at 21:38

Signed Chairman

Dated