



**The Minutes of Cookhill Parish Council Meeting  
Held on Tuesday 9<sup>th</sup> January 2018  
Cookhill Village Hall.**

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

**In attendance:** Clerk – Kate Brazier  
County Councillor Anthony Hopkins

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.

**18.001. Apologies received and accepted from:** Cllr Draper, Cllr Gupta, District Councillors Audrey Steel & David Wilkinson & Mr Tony Mitchell.

**18.002. Declarations of interest**

- a) Register of Interests. Councillors were reminded of the need to update their Register of Interests.
- b) Disclosable Pecuniary Interests
- c) Other Disclosable Interests
- d) Written requests for the Council to grant dispensation (S33 of the Localism Act 2011)

**18.003. Minutes:** The Minutes of the meeting of the Council Tuesday 12<sup>th</sup> December 2017 were approved by the Council and signed by the Chairman. Proposed by Cllr Sumner & seconded by Cllr Pinfield.

**18.004. Police and Neighbourhood Watch Reports**

- **Neighbourhood Watch** – Cllr Bennett reported on a meeting with PCSO Aidan Goundry at Droitwich Police Station when a quicker response to incidents in the parish were discussed and resolved. PCSO Goundry recommended that all issues and problems be reported directly via the 101 line, these will then be recorded for future reference. He reiterated that all emergencies should still be reported via 999.
- **Community Speed Watch** – Volunteers have been asked to complete a vetting form that will be assessed by West Mercia Police and the Safer Roads Partnership before the training sessions is organised.
- **Vehicle Activated Sign** – The purchase order for the new sign will be processed as soon as payment received.

**18.005. 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/17/02158/FUL** Cladswell Hall Farm, Cladswell Lane, Cookhill, Alcester, B49 5JT  
**Proposal:** Change of use of land for erection of block of 6 stables and use of land for siting of 3 containers for storage of feed, bedding, tack and equine requisites (RETROSPECTIVE)  
Application response required by 2<sup>nd</sup> January – Parish Council recommended APPROVAL

**ii) Reports from Wychavon Planning:**

- a) **W/17/02246/HP** 29 Oak Tree Lane, Cookhill, Alcester, B49 5LH  
**Proposal:** The erection of a double brick all, to a height of 1.9 m, plus one set of gates, to property boundary.  
**Decision:** REFUSED 5/01/18

**iii) Planning enforcement matters from Wychavon Planning:** None reported

**18.006. Progress Reports**

**a) County Cllr Anthony Hopkins:**

- The new VAS post will be replaced in Edgioake Lane shortly, Cllr Hopkins has requested this and will utilise the Divisional fund for this purpose.
- Warning signs to advise motorists about horses on the road have been requested for Edgioake Lane.
- Chevron signs will be investigated for the road below the Priory where the new fence has been installed.

**b) District Councillor Steel:** Apologies

**c) District Councillor David Wilkinson:** Apologies

**d) Chairman Cllr Pinfield:** Nothing to report

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

- Sandholes – Thomas Horton are now in possession of all the information from the Parish Council and are in the process of moving forward with the Land Registry.

**f) Parish Paths Warden:** Apologies. Nothing new to report but let the clerk know if there is anything that requires attention.

**g) Cookhill Village Hall:**

- **Mulled Wine & Mince Pie Evening** – The Mulled Wine & Mince Pie Thank you Evening was a great success and well supported. Unfortunately the planned New Year's Eve celebrations were cancelled due to low ticket sales.
- **Skittles** – The next Skittles evening is booked for Saturday 13<sup>th</sup> January at 6:30pm. A light supper will be served.

- h) **Lengthsman Scheme:** The Lengthsman continues to carry out essential maintenance around the Parish. He is currently looking to clear the accumulated mud from the footpaths at Cladswell and Chamberlain Lane.
- i) **Playing Fields:** The play area continues to be inspected weekly and the inspection recorded. The Council would like to view the completed sheets from previous years.
- j) **Affordable Housing – Ridgeway Meadows:**
  - **Parking** – Parking on the pavements continues to be an issue outside the houses. This causes an obstruction when entering and leaving the area and also blocks the footpath. Rooftop will be contacted.

**18.007. General Data Protection Regulations (GDPR)** The clerk reported that information had been received from a number of sources regarding the upcoming changes to the General Data Protection Regulations and the appointment of a Data Protection Officer (DPO). The current information suggests that the clerk is unable to carry out the role of DPO due to a conflict of interests. CALC have recommended waiting until the legislation details are confirmed before making any decisions. Ongoing.

**18.008. Finance**

- a) **2018/19 Budget and Precept** – It was resolved to approve the budget for 2018-19 and set the Precept at **£23,512** which equates to a 2.27% increase on last years' budgeted Precept. This impacts the levy for a Band D property in the Parish as a 1.86% increase.
- b) The monthly statement and bank reconciliation for December 2017 showing the available funds, the income and expenditure comparison to the budget was approved. Cheques for payment were presented, approved and authorised for payment.
- c) **Internal Auditor for 2017/18 Annual Return** – The Parish Council resolved to accept the offer of services of Diane Malley to carry out the internal audit for the 2017/18 Annual Return. This was agreed unanimously.
- d) **Grant Requests**
  - **Cookhill Cricket Club** – The clerk had received a grant request from Cookhill Cricket Club to enable the club's development and growth in 2018/19. The Council asked if the Cricket Club could provide some more detailed information on how they intend to use the money to further their growth initiatives.

**18.009. 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.

- Grant Requests
- Neighbourhood Watch

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

- a. **Parish Council Meeting** – Tuesday 13<sup>th</sup> February 2018

This meeting closed at 20:32

Signed Chairman

Dated