



**The Minutes of Cookhill Parish Council Annual General Meeting
Held on Tuesday 17th May 2022
SE Davis Meeting Room, Sandhills Farm, Edgioake Lane**

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

In attendance: Kate Brazier – Clerk

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. He asked if anyone wished to record the meeting and to make it known to the clerk if they were intending to do so. He commented that the Parish Council will be recording the meeting. This will be kept for a period of up to 3 months.

- 22.045. Election of Chair** – Councillor Pinfield was elected at Chair of Cookhill Parish Council and signed the Declaration of Acceptance of Office as Chair. Proposed by Cllr Gupta and seconded by Cllr Churchill. All in favour.
- 22.046. Election of Vice Chair** – Councillor Sumner was elected as Vice-Chair of Cookhill Parish Council and signed the Declaration of Acceptance of Office as Vice-Chair. Proposed by Cllr Churchill and seconded by Cllr Bennett. All in favour.
- 22.047. Apologies received and accepted from:** Mr Tony Mitchell, Cllr D. Wilkinson & the representative from the Police.
- 22.048. 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)
- 22.049. Representatives to outside bodies** – Cllr Churchill agreed to continue as the Parish Council representative on the Inkberrow Charitable Trust. She noted that 4 applications had been received for the trust.
- 22.050. Representatives for statutory committees and other groups** – Cllr Sumner agreed to continue as the Parish Council representative on the Village Hall Committee. It was recorded that Cllr Churchill had resigned from the Village Hall Committee.
- 22.051. Co-option of Parish Councillor** – Interviews had been carried out by four councillors. Following a debate it was decided not to accept either candidate at this stage. This decision was unanimous.
- 22.052. Minutes:** The Minutes from the Parish Council Meeting, held on **Tuesday 12th April 2022**, were approved as a correct record by the Council, and signed by the Chairman. It was recorded that an amendment was made to item 22.039 k) to read "Fencing repairs to take place on 18th April, following a reduction in the quote received."
Proposed by Cllr Sumner, seconded by Cllr Churchill
- 22.053. Police and Neighbourhood Watch Reports**
- **Police Report** – No report received. A representative from Redditch SNT will be invited to attend if a representative from Droitwich is unavailable.
 - **Neighbourhood Watch** – No updates
 - **Community Speed Watch**
 - Community Concern Enforcement signs are not permissible as they are for police enforcement vans and not CSW. They also denote a police camera sign. To place them in Cookhill could cause conflict.
 - Salt Way, new CSW location. A request has been submitted to supervisory for review due to the proximity to the national speed limit. If the location is agreed, a speed box will be installed to get a picture of speeds to ensure that the location fits within the Speed Watch criteria for the safety of volunteers.
 - A review of speed at Edgioake / Salt Way crossroads to be requested.
- 22.054. 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/22/00802/HP Cladswell Hall Farm, Cladswell Lane, Cookhill, Worcestershire, B49 5JT**
Proposed: Retention and use of outbuilding, alterations and proposed glazed link to form extension to existing farmhouse to provide dependant relative annexe for applicant's son (part retrospective) as approved under planning reference 21/02799/HP - removal of condition 4. **Consultation ended 26th April, the PC recommended that the application be APPROVED. APPLICATION WITHDRAWN BY APPLICANT 13/05/2022**
 - ii) **Pending application updates:**
 - a) **W/21/01369/FUL Ridgeway Nurseries Evesham Road Cookhill B49 5JR**
Proposed: Demolition of existing garden centre buildings and erection of 4 replacement dwellings. **No updates received.**
 - b) **W/22/00669/TDC5 Caravan at 47 The Ridgeway, New End, Astwood Bank, B96 6LS – APPLICATION WITHDRAWN**
Proposed: Application for technical details (part 2) following approval of Permission in Principle Ref 18/02273/PIP for a rural exception development consisting of the erection of 3 no. discount market self-build dwellings to vary conditions as approved (planning permission 20/00670/TDC5) as approved under planning reference W/2200019/TDC5 – variation of condition 2.
 - iii) **Wychavon Planning Authority decisions:**
 - a) **W/22/00470/HP 24 Wood Lane, New End, Astwood Bank, B96 6NW**
Proposed: Erection of vehicular and pedestrian access gate and fence on site frontage
Decision: Approved 22/04/2022
 - b) **W/21/00032/HP 1 Cladswell Lane, Cookhill, B49 5JT – AMENDMENTS NOT RECEIVED BY PC FOR COMMENT**

Proposed: Notification of minor amendment to previously approved application. Non-material amendment following a grant of planning permission 21/00032/HP to increase width of the rear facing dormer window approved under application 21/00032/HP

Decision: Refused 21/04/2022

c) **W/20/01533/CU Oaks Barn Farm, Worcester Road, Knowle Fields, Cookhill, B49 5LS**

Proposed: Change of use of the existing agricultural barn to allow it to be used as a wedding / function venue between the months of April to October annually, with agricultural use resuming November to March and use of the adjacent pasture land as a car parking area.

Decision: Approved 11/05/2022

22.055. Progress Reports

- a) **County Cllr Laura Gretton:** Not in attendance
- b) **District Councillor Steel:** Apologies
- c) **District Councillor David Wilkinson:** Apologies
- d) **Chairman Cllr Pinfield:** See items further down.
- e) **The Clerk provided an update on the following:**
 - **Sandholes Entrance** – The Lengthsman has carried out some weed control on the pathway.
 - **VAS Salt Way** – The Lengthsman has been asked to raise the VAS to pick up traffic from outside the 30mph zone
 - **Queen's Platinum Jubilee Mugs** – The commemorative mugs have been ordered from Running Imp. The clerk is running a list of parishioners who have registered to receive one.
 - **SE Davis Parish Noticeboard** – The noticeboard is still awaiting renovation.
 - **Garages at Cladswell Close** – No updates
- f) **Parish Paths Warden:** Apologies
 - **Botany Bay Gate** – The contractor will provide a quote to install the new pedestrian gate on the footpath from the Ridgeway to Botany Bay Nurseries. The gate has been provided by Worcestershire County Council.
- g) **Cookhill Village Hall:**
 - **Jubilee** – Thursday 2nd June – Race Night £7.50 a head, followed by lighting of the beacon at 9:45pm
Sunday 5th June – Jubilee 'Big Lunch' will follow on from the service in St. Paul's from 12noon. Bring your own picnic. Bar will be open. RSVP to Cllr Sumner.
£167 has been received in funding for the Jubilee. It was proposed that this money be transferred to the Village Hall to use for the celebrations. All in favour, Cllr Sumner abstained.
- h) **Lengthsman Scheme:** The footpaths from Chamberlain to Oak Tree Lane and from Edgioake Lane to Botany Bay have been reported for clearance.
- i) **Playing Fields:** The goals are moved regularly to protect the grass. A new set of table tennis bats and balls to be purchased.
- j) **Affordable Housing – Ridgeway Meadows:** New trees planted behind Ridgeway Meadows are looking good and the new fencing has now been installed and looks good.
- k) **Cookhill Allotments / Parish Land:**
 - Plots are being well maintained and crops starting to grow, despite the dry weather.
 - Proposal to split Plot 4 into 2 equal sized plots. The new plot will be cleared and offered to the first person on the waiting list at a special half price fee. All in favour.
 - Hawthorne whips have been planted in boundary hedge and are growing well.

22.056. The following items were discussed;

- **Flagpole** – Moved to next Agenda
- **Signs for Village Gateways** – To research further
- **Bus Services in Cookhill** – Following reports that the buses through Cookhill had been reduced the Chairman confirmed that regular buses (149/150) had been seen on the route.

22.057. Annual Return for the Financial Year 2021/2022

It was reported that the Annual Return for the financial year 2021/2022 had been completed and the internal audit carried out and signed off by the Internal Auditor. *Proposed by Cllr Pinfield, seconded by Cllr Sumner.*

The Annual Return for the year ending 31st March 2022 was considered, approved and signed in the following order;

- a) Annual Governance Statement 2021/2022
- b) Accounting Statements 2021/2022

22.058. Finance

- a) The monthly statement and bank reconciliation for April 2022 showing the available funds, the income and expenditure comparison to the budget was approved.
Cheques / Bank Transfers / Direct Debits were presented, approved and authorised for payment.
- b) **Grant Requests – Queen's Platinum Jubilee** – The Village Hall will receive £167 of funding received from Wychavon DC for the purposes of holding Jubilee events. No extra funding was requested at this time.

22.059. 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.

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

- a. **Parish Council Meeting** – Tuesday 14th June 2022 at 19:30

This meeting closed at 21:10

Signed Chairman

Dated