



**The Minutes of the Cookhill Parish Council Meeting  
Held on Tuesday 14<sup>th</sup> November 2023 at 7pm  
SE Davis Meeting Room, Sandhills Farm, Edgioake Lane, B96 6BG**

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

**In attendance:** Kate Brazier – Clerk  
District Cllr Ben Hurdman

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.

**23.108. Apologies received and accepted from:** Mr Tony Mitchell

**23.109. 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)

**23.110. Minutes:** The Minutes from the last meeting of the Parish Council, held on **Tuesday 10<sup>th</sup> October 2023**, were approved as a correct record by the Council, and signed by the Chairman.  
Proposed by Cllr Sumner and seconded by Cllr Churchill.

**23.111. Police and Neighbourhood Watch Reports**

- **Police Report** – Report from PCSO Vicky Elliott  
16/10 – Astwood Bank, theft of number plates from a parked secure vehicle.  
3/11 – Astwood Bank, theft of tools of significant value from parked secure van (parked near to Why Not pub)
- **Neighbourhood Watch** – Cllr Bennett continues to forward relevant emails regarding local issues.
- **Community Speed Watch** – New vetting forms are required for the volunteers. The current team can still go out but the forms to be resubmitted.

**23.112. 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/23/02192/HP The Cowshed, Linsey Farm, Cladswell Lane, Cookhill, B49 5LA**  
**Proposed:** Conversion of garage to habitable accommodation  
**Decision:** The Parish Council recommended that the application be approved. 3 in favour, 2 abstentions.
  - b) **W/23/02086/HP Cladswell House, 44 Lower Cladswell Lane, Cookhill, Alcester, B49 5JY**  
**Proposed:** 2 Storey Rear Extension together with the provision of 2 new windows in the existing house gables  
**Decision:** The Parish Council recommended that the application be approved, with 4 in favour, 1 abstentions.
  - c) **W/23/02171/HP Greensleeves, Edgioake Lane, Astwood Bank, Redditch, B96 6BG**  
**Proposed:** Proposed front and side boundary walls, 1800mm high metal gates and hard parking areas.  
**Decision:** The Parish Council felt that they were not qualified to comment on the application due to the Grade II listed status, they have asked that the qualified officers make the relevant recommendations.
- ii) Wychavon Planning Authority decisions:**
- a) **W/23/00709/CU 30 Wood Lane, New End, Astwood Bank, Redditch, B96 6NW**  
**Proposed:** Change of use of redundant agricultural barns to dog hydrotherapy pool enclosure and staff facilities  
**Decision:** Approved 3/11/2023
  - b) **W/23/01095/FUL 30 Wood Lane, New End, Astwood Bank, Redditch, B96 6NW**  
**Proposed:** Replacement stables for personal/private use (retrospective)  
**Decision:** Approved 8/11/2023
  - c) **W/23/00866/HP The Wrens Nest, Salt Way, New End, Astwood Bank, Redditch, B96 6NE**  
**Proposed:** New Vehicular and pedestrian accesses together with new boundary wall and gates including removal of 1no tree and replacement with new.  
**Decision:** Approved 10/11/2023

**23.113. Progress Reports**

- a) **County Cllr Laura Gretton:** Not in attendance, no report received.
- b) **District Councillor Update:** *An update from District Cllr Ben Hurdman*
  - *Police & Crime Commissioner* – Cllr Hurdman attended the advisory panel where an increase in road signs for rural areas was discussed. Communications with Parish Councils were discussed.
  - *SWDP* – This has been submitted and will be finalised by the end of next year
  - *Wychavon Rural Fund* – The first round of applications are currently under review.
- c) **Chairman's Update:** Further down Minutes.
- d) **The Clerk provided an update on the following:** *See further down Minutes*

- e) **Parish Paths Warden:** The handrail of the footbridge leading from the Salt Way past Brandheath cottage has been reported to the PROW team for repair. A contractor from WCC will carry out the repairs due to its proximity to the highway.
- f) **Cookhill Village Hall:** The Village Hall are still looking for volunteers. Please contact Cllr Sumner for more information.
- The Village Hall Committee have applied for funding so that they can proceed with their bid to install solar panels at the Hall. They have several companies coming to quote for the work and they have applied for funding from Wychavon Rural Fund and hope to hear the result this week.
  - Cookhill Luncheon Club has now been taken on by Cookhill Village Hall. All assets will be transferred to the Village Hall.
  - Skittles Evening – 25<sup>th</sup> November - £10 per person, including a light supper.
  - Magician – Saturday 16<sup>th</sup> December - £15 per person, including a light supper.
- All information about the above events will be published on the Cookhill News & Social Events page.*
- g) **Lengthsman Scheme:** The new Lengthsman has been trained and certified to carry out work on the highway. He has been given a map of the Parish boundary and the Chairman will meet with him to show him some of the locations that need monthly attention. All the daffodil bulbs have been planted.
- h) **Playing Fields:** The hedge at the Playing Fields has now been cut to a suitable height.
- i) **Cookhill Allotments / Parish Land:** *Report from Mr David Claydon, Cookhill Allotment Association Chairman;*
- *Plots & Tenants* – There are currently three vacant plots, with one person on the waiting list.
  - *Winter* – Due to the wet weather some tenants have found it difficult to access their plots, but all have been encouraged to continue to give their plots attention over the winter, where conditions allow, to ensure they are ready for spring.
  - *Training* – Two new members of the Committee and a volunteer will be trained up to use the equipment used on the communal areas on the allotment site.
  - *Water* – The external taps have now been insulated and an underground stop tap has been installed. The water has been switched off and the meter read.
  - *Wildlife Area* – At the recent Allotment Association Committee meeting there was discussion about turning one of the harder to let plots into a wildlife area, with a pond, that will attract bees, butterflies and other insects. Further consideration will be given to this in the New Year.
- j) **Platinum Meadows & Ridgeway Meadows**
- *Visit from Wychavon District Council Chairman* – The Chairman of Wychavon District Council, Cllr Robert Raphael, visited Platinum Meadows and the Village Hall on the morning of Friday 27<sup>th</sup> October. He was very impressed with both facilities and the work of the Parish Council to provide for the community. The children from the Ridgeway School, who planted the crocus bulbs last November, attended along with Mr Claydon from the Allotment Association.
  - *Grass-cutting* – The grass at the meadow has had one final cut.
  - *Daffodils* – The Lengthsman has planted all the daffodil bulbs on site.
  - *Deed of Dedication* – The Land Registry have requested the further clarification regarding the parcel of land. Copies of the Deed have been re-sent by the Clerk.

#### 23.114. Parish Trees

- *Purchasing replacement trees for Platinum Meadows* – It was resolved that replacement trees would be sought for Platinum Meadows. It was agreed that a different supplier would be researched. Volunteers from the Allotment Association will assist with planting the saplings.
- *Volunteering to be a Parish Tree Warden* – WCC are looking to restart the Tree Warden Scheme after it was paused during the pandemic. They will be working with Natural Networks who can offer grants and advice for projects. The programme will support you to deliver habitat improvements to benefit wildlife across Worcestershire, offering practical advice and up to 40% funding for projects.

#### 23.115. Finance

- a) The monthly statement and bank reconciliation for October 2023 showing the available funds, the income and expenditure comparison to the budget was approved.  
Bank Transfers / Direct Debits were presented, approved and authorised for payment.
- b) *Clerk's Salary* – The National Joint Council for Local Government Services has reached an agreement on rates of pay. The Parish Council resolved to implement the increase and backdate it to April 2023.
- c) *Allotment Maintenance Charge* – The Allotment Association have proposed an increase of the annual maintenance charge from £5 per tenant to £7 from next spring. The Parish Council have agreed to include this surcharge increase on the annual invoice, provided a copy of the minutes from the Allotment Association Committee meeting where this was agreed be provided for record.
- d) *Machinery Servicing* – The Council approved the pending payment to service the Allotment machinery should the bill arrive prior to the December meeting. They were advised that the machinery would be serviced more locally this time.

#### 23.116. 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.

#### 23.117. To confirm the date of the next Parish Council meeting

- a. **Parish Council Meeting** – Tuesday 12<sup>th</sup> December. This meeting will be the Annual Budget Meeting and will not be open to the Public.

This meeting closed at 20:46

Signed Chairman

Dated