

# Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 15<sup>th</sup> May 2023

Held at Cofton Village Hall, Cofton Hackett

## PRESENT:

### Councillors:

Cllr Mr M Pattison (Chair)  
Cllr Mr J Slack  
Cllr Mrs J Fay  
Cllr Mr N Banyard  
Cllr Mrs J Webb  
Cllr Mr R Deeming

### Clerk to the Parish Council:

Andrew Billau

## ALSO IN ATTENDANCE

County Cllr Mr A Kriss  
District Cllr Ms A Dale

Agenda Item	Discussion and Decisions	Action
062/23 062.1/23 062.2/23	<p><b>Election of Chair and Vice-Chair</b></p> <p><b>Resolved: To elect Cllr Mike Pattison as Chair of Cofton Hackett Parish Council.</b> Cllr Pattison signed the Declaration of Acceptance of Office and took his place at the table.</p> <p><b>Resolved: To elect Cllr John Slack as Vice-Chair of Cofton Hackett Parish Council.</b></p> <p>Councillors signed their individual Declaration of Acceptance of Office, and the acceptance of the Code of Conduct.</p>	
063/23	<p><b>Apologies</b></p> <p>There were no apologies, all Councillors were in attendance.</p>	
064/23	<p><b>Declaration of Interests</b></p> <p>Register of Interests:</p> <ul style="list-style-type: none"><li>• Councillors are reminded of the need to update their register of interests.</li><li>• To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.</li><li>• To declare any Other Disclosable Interests in items on the agenda and their nature.</li><li>• Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.</li><li>• To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.</li><li>• Interests were noted to be recorded in the Register</li></ul>	

Agenda Item	Discussion and Decisions	Action
065/23	<p><b>Dispensations</b></p> <p>There were no applications for dispensations received.</p>	
066/23	<p><b>Public Forum</b></p> <p>There were no members of the public in attendance.</p>	
<p>067/23</p> <p>067.1/23</p> <p>067.2/23</p> <p>067.3/23</p>	<p><b>Reports from Outside Bodies / District and County Councillor</b></p> <p>Cllr Pattison congratulated Cllr Dale on her election as District Councillor for Cofton. Cllr Dale reported that residents had raised several issues with her, regarding speeding, pavements, inconsiderate parking and other minor issues. She mentioned the forthcoming boundaries consultation. Residents in the Grove had spoken with her about the proposals to create new allotment plots at the Old Sewage Works Site, she suggested possible alternative access routes into the site. This was discussed at some length with Councillors, who assured her that all possible options had been explored and the proposal was currently at a standstill due to reluctance of Shadow Close residents to allow pedestrian traffic in front of their properties.</p> <p>The Clerk asked if Cllr Dale could request assistance from BDC legal or planning departments to ascertain the legal position. It was suggested that Cllr May be asked if she could help at the forthcoming estate meeting.</p> <p>County Cllr Kriss reported that an additional £3.3m was being made available for pot-hole repairs, bridges, cycleways, lighting columns and local transport improvements, using an asset-based approach. There is also an initiative to accelerate response times for minor highways works. He will be attending the Parish Assembly to address the Traffic Safety item on the agenda and will be covering the results of the survey on Ten Ashes Lane. He gave a quick summary of findings for Councillors. He reported that the results of the traffic speed surveys on Groveley Lane and Barnt Green Road will allow him to push for the installation of a pedestrian crossing on Groveley Lane. He will be investigating the clearance of an area of land on Barnt Green Road to allow placing of a mobile speed camera. Councillors discussed traffic speed data, positioning of speed tubes and the danger to pedestrians.</p> <p>Cllr Kriss is meeting the Parish lengthsman to agree planting of 5 trees on Oakfield Drive verges.</p> <p>Cllrs Kriss and Dale left the meeting at 8.30pm.</p>	<p><b>Cllr Dale</b></p>
068/23	<p><b>Previous Minutes</b></p> <p>The minutes of the meeting of the Parish Council dated 17<sup>th</sup> April 2023 were agreed as a correct record and signed by the Chairman.</p>	
<p>069/23</p> <p>069.1/23</p>	<p><b>Chairman's Report</b></p> <p>Cllr Pattison suggested that sub-committee leads stay largely the same as they were, Councillors agreed, leads will therefore be:</p> <p>- Highways and Environment – Cllrs Pattison and Fay</p>	

Agenda Item	Discussion and Decisions	Action
069.2/23	<ul style="list-style-type: none"> <li>- Finance – Cllr Slack</li> <li>- Communications – Cllr Banyard</li> <li>- Planning <ul style="list-style-type: none"> <li>o Cofton Settlement – Cllrs Fay and Webb</li> <li>o Green Belt – Cllr Slack</li> <li>o New Estate – Cllrs Pattison and Deeming</li> </ul> </li> <li>- Play Area Inspections – Cllr Pattison</li> </ul> <p>Given that at least two-thirds of Councillors were elected at the recent elections, and the Clerk holds CiLCA qualification, it was <b>agreed to adopt the General Power of Competence.</b></p>	
<b>070/23</b>  070.1/23  070.2/23  070.3/23  070.4/23  070.5/23  070.6/23	<b>Highways, Environment and Open Spaces</b>  Councillors discussed possible actions for improvement of traffic safety. <b>Resolved: to proceed with the purchase of two speed activated radar signs at a cost of c. £5,000.</b> Clerk to instigate purchase.  Decision on planting of trees in Oakfield Drive - Cllr Kriss is meeting Parish lengthsman to agree positioning this week.  Access to the Old Sewage Works site was covered under item 067.1/23. Councillors agreed to postpone the signing of the land transfer agreement with St Modwen until the legal position is clearer.  The Clerk reported there is one outstanding street light fault, reported to him the same day.  The Clerk reported on work carried out by the lengthsman during the month. Councillors again discussed the state of the footway at Kendal End Road, Clerk to report to Severn Trent if a leak is causing the problem.  Cllr Pattison reported that he had carried out the monthly play area inspection, with no issues noted.	          <b>Clerk</b>          <b>Clerk</b>          <b>Clerk</b>
<b>071/23</b>  071.1/23  071.2/23  072.3/23  072.4/23	<b>Finance and General Purposes</b>  The Clerk had circulated 3 statutory documents, which were unchanged, for reapproval. <b>Resolved: To approve the following statutory documents for Cofton Hackett Parish Council:</b> <ul style="list-style-type: none"> <li>- <b>Standing Orders</b></li> <li>- <b>Financial Regulations</b></li> <li>- <b>Code of Conduct</b></li> </ul> Clerk to update front sheets and publish on website.  Councillors discussed and agreed the program for the Parish Assembly, being held Wednesday 17 <sup>th</sup> May 2023.  The Clerk advised that 4 offers had been received for the Old Mission Hall on Barnt Green Road. <b>Resolved: To proceed with the sale of the building to the highest bidder.</b> Clerk to proceed.  Budget vs expenditure to be produced from next month onwards.	          <b>Clerk</b>          <b>Clerk</b>          <b>Clerk</b>

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072.5/23	<p>A list of bills for payment, circulated before the meeting, was presented and agreed.</p> <table border="1" data-bbox="320 309 1235 1048"> <thead> <tr> <th data-bbox="320 309 699 353">Supplier</th> <th data-bbox="699 309 1098 353">Services</th> <th data-bbox="1098 309 1235 353">Payment</th> </tr> </thead> <tbody> <tr> <td data-bbox="320 353 699 398">Cofton Collections</td> <td data-bbox="699 353 1098 398">Parish Assembly Flyers</td> <td data-bbox="1098 353 1235 398">£60.00</td> </tr> <tr> <td data-bbox="320 398 699 443">Yu Energy</td> <td data-bbox="699 398 1098 443">Street Lighting Electricity *</td> <td data-bbox="1098 398 1235 443">£396.88</td> </tr> <tr> <td data-bbox="320 443 699 488">Yu Energy</td> <td data-bbox="699 443 1098 488">Street Lighting Sensor Electricity *</td> <td data-bbox="1098 443 1235 488">£30.84</td> </tr> <tr> <td data-bbox="320 488 699 533">Andrew Billau (Clerk)</td> <td data-bbox="699 488 1098 533">Microsoft 365 Annual Subscription</td> <td data-bbox="1098 488 1235 533">£59.99</td> </tr> <tr> <td data-bbox="320 533 699 577">Andrew Billau (Clerk)</td> <td data-bbox="699 533 1098 577">Chairman's Leaving Gift</td> <td data-bbox="1098 533 1235 577">£99.00</td> </tr> <tr> <td data-bbox="320 577 699 622">Andrew Billau (Clerk)</td> <td data-bbox="699 577 1098 622">Exchange Online Subs</td> <td data-bbox="1098 577 1235 622">£10.80</td> </tr> <tr> <td data-bbox="320 622 699 667">Proper Agency</td> <td data-bbox="699 622 1098 667">Website Maintenance</td> <td data-bbox="1098 622 1235 667">£30.00</td> </tr> <tr> <td data-bbox="320 667 699 712">Andrew Billau (Clerk)</td> <td data-bbox="699 667 1098 712">Gift Wrap - Chairman's Gift</td> <td data-bbox="1098 667 1235 712">£5.14</td> </tr> <tr> <td data-bbox="320 712 699 757">Cllr John Slack</td> <td data-bbox="699 712 1098 757">Reimbursement - Chairman's Leaving</td> <td data-bbox="1098 712 1235 757">£170.00</td> </tr> <tr> <td data-bbox="320 757 699 801">Gary Haynes</td> <td data-bbox="699 757 1098 801">Grass Cutting</td> <td data-bbox="1098 757 1235 801">£130.00</td> </tr> <tr> <td data-bbox="320 801 699 846">Gary Haynes</td> <td data-bbox="699 801 1098 846">Lengthsman Services</td> <td data-bbox="1098 801 1235 846">£240.00</td> </tr> <tr> <td data-bbox="320 846 699 891">Andrew Billau (Clerk)</td> <td data-bbox="699 846 1098 891">Office Costs April - May 2023</td> <td data-bbox="1098 846 1235 891">£58.40</td> </tr> <tr> <td data-bbox="320 891 699 936">Andrew Billau (Clerk)</td> <td data-bbox="699 891 1098 936">Salary April - May 2023 (by S/O)</td> <td data-bbox="1098 891 1235 936">£749.91</td> </tr> <tr> <td data-bbox="320 936 699 981">HMRC</td> <td data-bbox="699 936 1098 981">Tax &amp; NI April - May 2023 (by S/O)</td> <td data-bbox="1098 936 1235 981">£212.23</td> </tr> <tr> <td data-bbox="320 981 699 1025"></td> <td data-bbox="699 981 1098 1025"></td> <td data-bbox="1098 981 1235 1025"></td> </tr> <tr> <td data-bbox="320 1025 699 1048"></td> <td data-bbox="699 1025 1098 1048"></td> <td data-bbox="1098 1025 1235 1048"></td> </tr> <tr> <td data-bbox="320 1048 699 1048"></td> <td data-bbox="699 1048 1098 1048">* Approved and paid during the month</td> <td data-bbox="1098 1048 1235 1048"></td> </tr> </tbody> </table>	Supplier	Services	Payment	Cofton Collections	Parish Assembly Flyers	£60.00	Yu Energy	Street Lighting Electricity *	£396.88	Yu Energy	Street Lighting Sensor Electricity *	£30.84	Andrew Billau (Clerk)	Microsoft 365 Annual Subscription	£59.99	Andrew Billau (Clerk)	Chairman's Leaving Gift	£99.00	Andrew Billau (Clerk)	Exchange Online Subs	£10.80	Proper Agency	Website Maintenance	£30.00	Andrew Billau (Clerk)	Gift Wrap - Chairman's Gift	£5.14	Cllr John Slack	Reimbursement - Chairman's Leaving	£170.00	Gary Haynes	Grass Cutting	£130.00	Gary Haynes	Lengthsman Services	£240.00	Andrew Billau (Clerk)	Office Costs April - May 2023	£58.40	Andrew Billau (Clerk)	Salary April - May 2023 (by S/O)	£749.91	HMRC	Tax & NI April - May 2023 (by S/O)	£212.23								* Approved and paid during the month		
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073/23	<p><b>Community Services</b></p> <p>Nothing to report.</p>																																																							
074/23 074.1/23	<p><b>Planning</b></p> <p>23/00446/FUL – Single storey extension and flat roof canopy – 28 Cofton Lake Road – it was agreed that the Council has no objections to this application.</p>	Clerk																																																						
075/23	<p><b>Communications</b></p> <p>Nothing to report.</p>																																																							
076.23 076.1/23	<p><b>Correspondence Received</b></p> <p>The Clerk reported he had received an enquiry regarding the Bilberry Centre building, has responded appropriately and referred the enquirer to Birmingham City Council.</p>																																																							
077/23	<p><b>Items for Next Meeting</b></p> <p>Cllr Banyard suggested a discussion on how we could attract new Parish Councillors. Clerk to add to agenda.</p>	Clerk																																																						

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078/23	<p><b>Date of Next Meeting</b></p> <p>The next Parish Council meeting is scheduled for <b>Monday 19<sup>th</sup> May 2023 at 7.30pm.</b></p> <p><b>The meeting ended at 9.15pm.</b></p>	