

Cofton Hackett Parish Council

Minutes of the Meeting of the Parish Council held on Monday 19th June 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
Cllr Mr G Cook
Cllr Ms A Dale
Cllr Mr S Chatterley

Clerk to the Parish Council:

Andrew Billau

ALSO IN ATTENDANCE

County Cllr Mr A Kriss

2 members of the public

Agenda Item	Discussion and Decisions	Action
079/23	Apologies There were no apologies, all Councillors were in attendance.	
080/23	Declaration of Interests Register of Interests: <ul style="list-style-type: none">• Councillors are reminded of the need to update their register of interests.• To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.• To declare any Other Disclosable Interests in items on the agenda and their nature.• 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.• 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.• Interests were noted to be recorded in the Register	
081/23	Dispensations There were no applications for dispensations received.	
082/23	Public Forum	

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082.1/23	<p>There were two members of the public in attendance, both from Oakfield Drive. They raised concerns about the trees that were recently planted along verges in Oakfield Drive, these trees were paid for by the County Councillor, and planted by the Parish Council lengthsman. The residents said that the wrong type of tree had been planted (they will grow too tall too quickly), the quality of planting was poor with no compost used and no facility for watering of the trees. The trees had also been planted at the wrong time of the year. 2 – 3 of the trees had since died. Cllr Kriss discussed the situation with residents and agreed he would follow up on an agreed solution.</p> <p>The Clerk advised that the lengthsman had reported that whilst he was planting the trees he was verbally assaulted by a resident and had decided not to complete the installation of wire cages on two of the trees, due to this intimidation. Residents disputed that there had been any verbal abuse.</p> <p>It was agreed that the Clerk would ask for copies of the receipts for the trees used, Cllr Kriss would arrange for replanting of the dead trees, later in the year.</p>	Clerk / Cllr Kriss
082.2/23	Residents also raised the problem of cars parking on verges in Oakfield Drive, Middle Drive and elsewhere. Cllr Dale agreed to look at the situation.	Cllr Dale
083/23 083.1/23 083.2/23 083.3/23 083.4/23 083.5/23 083.6/23 086.7/23	Reports from Outside Bodies / District and County Councillor <p>Cllr Banyard had attended the AGM of Cofton Village Hall and gave a brief report on the meeting. He reported that there were no apparent problems, the hall is well run and thanked the Trustees and Management of the Village Hall for their hard work.</p> <p>Cllr Dale reported that grass cutting around the parish was now been undertaken by Bromsgrove District Council, timetables for grass cutting and road sweeping going forward are being put together. She will be meeting the local PCSOs to discuss anti-social behaviour and speeding issues.</p> <p>Cllr Dale also reported that she had met with North Worcestershire Water to discuss flooding on Oakfield Drive. She intends to write to residents backing onto the Old Sewage Works site to ask for access to investigate the drainage of water across Parish Council land, with a view to rerouting the drainage pipe.</p> <p>She also reported that North Worcestershire Water had inspected the balancing pond because of concern from residents. NWW found that there was significant silting in the pond which requires attention and that, given the previous use of the site, they recommended that silt samples be taken to test for metal contaminates. FirstPort claim they had no knowledge of this. Cllr Pattison pointed out that these concerns had been previously raised with Mainstay and that St Modwen had consequently arranged for a 'technical note' (report) on the pond which had not identified any of these issues.</p> <p>County Cllr Kriss reported that he is awaiting a reply from Worcestershire Highways regarding the proposal to make one end of Ten Ashes Land 'No Entry'.</p> <p>He also reported that he was investigating a suitable location for a mobile speed camera on Barnt Green Road. One possible location is at the existing bus stop layby, but this would involve sharing of the layby between police and the bus company or closing the bus stop altogether. Cllr Kriss intends to write to Barnt Green Road residents to get their views.</p> <p>He advised that Worcestershire Highways would be prepared to install posts for mounting of Vehicle Activated Speed signs once the Parish Council has decided on locations. Installation of a GATSCO camera has proved too expensive.</p>	

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086.8/23 086.9/23	<p>Cllr Kriss also advised that he is continuing with the proposal for a zebra crossing at Groveley Lane.</p> <p>He also advised that all drains at the bottom of Rose Hill are due to be cleared.</p>	
087/23	<p>Previous Minutes</p> <p>The minutes of the meeting of the Parish Council dated 15th May 2023 were agreed as a correct record and signed by the Chairman.</p>	
088/23 088.1/23 088.2/23 088.3/23 088.4/23 088.5/23 0088.6/23	<p>Chairman's Report</p> <p>Cllr Pattison reported that the recent Parish Assembly was well attended in comparison to previous years. There were 25 people in attendance but approximately 20 of those had clearly attended to hear Cllr Kriss' presentation on Ten Ashes Lane proposals. Cllr Pattison said that overall attendance was disappointing as Councillors had hand delivered 1,350 leaflets advertising the assembly.</p> <p>There were 3 nominations for co-optation of new Councillors to the Parish Council</p> <p>Greg Cook – having served as a Councillor during the previous term, Mr Cook is well known to Councillors. Resolved: To co-opt Greg Cook as Councillor for Cofton Hackett Parish Council.</p> <p>Anita Dale, currently District Councillor for Cofton on Bromsgrove District Council. Anita gave a brief presentation on her suitability to be a Parish Councillor, and what she would bring to the role. Although Anita does not live in Cofton Hackett, she lives within 3 miles of the boundary and is therefore eligible to stand. Resolved: To co-opt Anita as Councillor for Cofton Hackett Parish Council.</p> <p>Sam Chatterley, resident of Cofton Hackett and manager of Cofton Village Hall. Sam gave a brief presentation on his suitability to be a Parish Councillor, and what he would bring to the role. Sam left the room whilst Councillors discussed Sam's eligibility and potential conflict of interest when Village Hall items are discussed at Parish Council meetings. Councillors agreed the procedure for discussion of such items, to ensure there would be no conflict of interest. Resolved: To co-opt Sam Chatterley as Councillor for Cofton Hackett Parish Council.</p> <p>The Clerk advised that Declaration of Interest forms must be typed, not handwritten, before returning to Electoral Services, electronically. Cllrs Deeming, Fay and Webb are still to be returned.</p> <p>It was agreed that the December meeting of the Parish Council will be held on the 18th December, as scheduled.</p>	<p>Cllr Deeming / Fay / Webb</p>
089/23 089.1/23 089.2/23	<p>Highways, Environment and Open Spaces</p> <p>Councillors discussed possible actions for improvement of traffic safety and suggested two (rather than one) speed activated signs would be beneficial in Barnt Green Road. Resolved: to proceed with the purchase of three (rather than two) speed activated radar signs at a cost of c. £7,500. Clerk to instigate purchase, and circulate Councillors to agree locations for the signs.</p> <p>Update on planting of trees in Oakfield Drive was covered under item 082.1/23.</p>	<p>Clerk</p>

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089.3/23	The Clerk reported no progress on access to the Old Sewage Works site, currently awaiting a response from St Modwen. The Clerk was asked to clarify ownership of land in the vicinity with the Land Registry.	Clerk																																	
089.4/23	The Clerk reported that there were two street light faults attended to during the month.																																		
089.5/23	The Clerk reported on work carried out by the lengthsman during the month.																																		
089.6/23	Cllr Pattison reported that he had carried out the monthly play area inspection, with no issues noted.																																		
089.7/23	The Clerk was asked to send a note of thanks to Ms O'Loughlin for maintaining the Parish planters.																																		
090/23	<p>Finance and General Purposes</p> <p>090.1/23 The Clerk had reported that he had met with the internal auditor during the previous week, to discuss financial year 2022/23 and there were no issues raised, the formal written report is due soon.</p> <p>090.2/23 The Clerk had circulated the Annual Governance Statement and Accounting Statement for 2022/23 and asked that they be formally approved.</p> <p>090.3/23 Resolved: To approve the Annual Governance Statement for 2022/23. This was signed by the Chairman.</p> <p>090.4/23 Resolved: To approve the Accounting Statement for 2022/23. This was signed by the Chairman.</p> <p>090.5/23 The Clerk advised that the sale of the Old Mission Hall was progressing as expected. An EPC had been completed, rating the building as 'C'. Clerk to send EPC to Councillors.</p> <p>090.6/23 The Annual Report for Cofton Village Hall had been circulated to Councillors during the month. Cllr Slack summarised the report and asked if there were any questions, there were none. Resolved: To approve the Annual Report for 2022 for Cofton Village Hall.</p> <p>090.7/23 The Clerk reported on the current budget vs expenditure status.</p> <p>090.8/23 A list of bills for payment, circulated before the meeting, was presented and agreed.</p> <table border="1" data-bbox="316 1574 1273 2011"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Gary Haynes</td> <td>Supply and Plant Trees on Oakfield Drive *</td> <td>£250.00</td> </tr> <tr> <td>Cllr Slack</td> <td>Reimbursement, Chairman's Leaving Event *</td> <td>£170.00</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting Maintenance</td> <td>£360.00</td> </tr> <tr> <td>Yu Energy</td> <td>Street Lighting Electricity *</td> <td>£366.64</td> </tr> <tr> <td>Yu Energy</td> <td>Street Lighting Sensor Electricity *</td> <td>£31.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Supplies for Tree Planting, Oakfield Drive</td> <td>£86.00</td> </tr> <tr> <td>Astwood Law</td> <td>Mission Hall Sale Solicitor Costs *</td> <td>£200.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Exchange Online Subs</td> <td>£10.30</td> </tr> <tr> <td>Shelagh O'Loughlin</td> <td>Compost for Planters</td> <td>£55.93</td> </tr> <tr> <td>Cofton Spark</td> <td>Street Lighting Maintenance</td> <td>£360.00</td> </tr> </tbody> </table>	Supplier	Services	Payment	Gary Haynes	Supply and Plant Trees on Oakfield Drive *	£250.00	Cllr Slack	Reimbursement, Chairman's Leaving Event *	£170.00	Cofton Spark	Street Lighting Maintenance	£360.00	Yu Energy	Street Lighting Electricity *	£366.64	Yu Energy	Street Lighting Sensor Electricity *	£31.00	Gary Haynes	Supplies for Tree Planting, Oakfield Drive	£86.00	Astwood Law	Mission Hall Sale Solicitor Costs *	£200.00	Andrew Billau (Clerk)	Exchange Online Subs	£10.30	Shelagh O'Loughlin	Compost for Planters	£55.93	Cofton Spark	Street Lighting Maintenance	£360.00	Clerk
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	Gary Haynes	Grass Cutting	£390.00	
	Gary Haynes	Lengthsman Services	£240.00	
	Andrew Billau (Clerk)	Office Costs May - June 2023	£53.20	
	Andrew Billau (Clerk)	Salary May - June 2023 (by S/O)	£749.91	
	HMRC	Tax & NI May - June 2023 (by S/O)	£212.23	
	*Approved and paid during the month			
091/23	Community Services Nothing to report.			
092/23 092.1/23	Planning 23/00499/HHPRIO – Single storey extension - 22 Cofton Church Lane- it was agreed that the Council has no objections to this application, but planning officer to be asked to ensure size of extension is within Prior Approval limits.			Clerk
093/23	Communications Nothing to report.			
094.23 094.1/23	Correspondence Received The Clerk reported on several items of correspondence he had received, and his responses to those.			
095/23	Items for Next Meeting Cllr Webb – cleaning of benches, road signs etc. Clerk – lengthsman discussion Cllr Pattison – discussion on excess funds resulting from Mission Hall sale.			Clerk
096/23	Date of Next Meeting The next Parish Council meeting is scheduled for Monday 17th July 2023 at 7.30pm. The meeting ended at 9.45pm.			