

MINUTES OF A MEETING OF  
CHADDESLEY CORBETT PARISH COUNCIL  
Held on Monday 7 March 2016  
at Chaddesley Corbett Village Hall  
at 7.15 p.m.



Present: Chairman Cllr W Mack, Cllrs D Thomas, Mrs P Pardoe, J Wright, R Pugh, Mrs J Fox, M Page, S Williams, G Vernon, L Stockford  
District Councillor: Cllr I Hardiman, Cllr C Rogers (Chairman Wyre Forest District Council)  
Clerk Mrs Y Scriven, and members of the public.

**Police Report:** There had been 11 reported crimes in the Parish during February and the police were doing all they could to apprehend the offenders.

1. **APOLOGIES:** District Councillor M Hart
2. **DECLARATIONS OF PECUNIARY INTEREST (DPI):** None  
**OTHER DECLARATIONS OF INTEREST (ODI):** Item 7.1 – Local Heritage List – the following Councillors owned property mentioned in the Listing: Cllrs S Williams, D Thomas, L Stockford, Mrs P Pardoe, R Pugh

**DISPENSATIONS –** As before

3. **PUBLIC QUESTION TIME:**  
The Landlord of the Talbot Inn reported that visitor parking on their car park had been withdrawn and thanked the Parish Council for removing the village signs. A retrospective planning application would be submitted for a new sign already in situ, and A boards would not be placed on the highway or the pavements. Signs on the A448 would also be removed.

Rowberry's Nurseries outlined a proposal for a community bus to operate around the parish to take residents to the village, the surgery and the Post Office on a Tuesday morning. This suggestion was welcomed by the Parish Council and it was agreed to make this an Agenda item for the next meeting.

4. **MINUTES**
  - a) After slight amendment the Minutes of the Parish Council meeting held on 1 February 2016 were approved and signed.
  - b) The Minutes of the Planning Committee held on 1 February 2016 were approved.

5. **COUNCILLOR'S REPORTS:**
  - 5.1 **Chairman's Report** – Cllr W Mack thanked local businesses for extending their services to replace those lost when Jukes Stores closed and for the excellent flyer which was being distributed. Excellent publicity had been achieved from TV and newspapers and it was hoped that residents would support this very worthwhile initiative.

- 5.1.2 Cllr W Mack reported attendance at a chairmans' meeting at Wyre Forest District Council. It had been agreed that if a chairman of a Parish or Town Council was unable to attend these meetings, a deputy should be appointed.

- 5.2 **District Cllr Ian Hardiman**

- 5.2.1 From May 2019 Wyre Forest District Council will change the cycle of elections which will then be held every 4 years. This would reduce the cost of elections over a 5 year period by £200,000.
- 5.2.2 On 5 May 2016 elections will take place for 18 Councillor seats on the new Kidderminster Town Council.
- 5.2.3 The new leisure centre is progressing on schedule and should open in the summer of this year.
- 5.2.4 £1m will be spent on opening up Worcester Street in Kidderminster to one way traffic with provision for on street parking, in an effort to improve footfall in that part of the town.
- 5.2.5 District Councillors had contributed to 15 local groups by making donations from their community leadership fund.
- 5.2.6 Drainage work was being carried out by the District and County Councils in Tanwood Lane.

## 6. CHADDESLEY CORBETT PARISH MATTERS FOR DISCUSSION/DECISION

- 6.1 **Casual Vacancy** – following the resignation of Bob Green, a vacancy had been notified to the District Council which had been advertised in accordance with regulations, and having received no representations from residents to hold an election, a casual vacancy had been declared. It was agreed to advertise this vacancy on village notice boards and the website and to invite applications by 25 March 2016 for consideration at the next meeting on 4 April 2016.
- 6.2 **Advertising Signs** – A draft policy had been prepared by the Working Group and was approved by the Parish Council. This would be sent to the District and County Councils for their comment.
- 6.3 **Highway Issues** – Following a meeting with Cllr S Clee and Dave Hunter of Worcestershire County Council Highways, the following actions had been recommended:
  - Harvington Hall Lane – a letter would be sent to the local Police Inspector asking him to support the introduction of an ‘Access to Frontages Only’ sign at both ends of the lane.
  - Winterfold – Signage and road surface had been inspected and were considered adequate. The only possible additional sign would be a flashing bend sign, but this would have to be financed by the Parish Council at a cost of £3,000. It was decided to defer this at this time, but to ask if the existing bend signs could be replaced with new ones.
  - Redcross – Mobile enforcement could only take place on a suitable hardstanding. Winterfold Farm had offered their farm entrance and other sites were considered, but suitable ground works would have to be provided and paid for by the Parish Council. It was agreed to suggest these sites to the police and agree the most appropriate position before proceeding.
- 6.4 **Internal Auditor** – It was agreed to appoint Diane Malley to carry out the internal audit for 2015-16 accounts.

- 6.5 **Community Infrastructure Levy (CIL):** - Briefing notes had been circulated and it was agreed to encourage the District Council to introduce this levy. Cllr Ian Hardiman said that the District Council had not introduced CIL because none of the other districts in Worcestershire were operating this scheme and it might put them at a disadvantage with developers. It was understood that South Worcestershire would be introducing CIL shortly.
- 6.6 **Renew of Annual Maintenance Contracts**
- 6.6.1 Urban Grass Cutting and Orchard Grass Cutting – It was agreed to accept a quotation from Oakleaf, which was a 3% increase over last year.
- 6.6.2 Maintenance Work – It was agreed to reappoint Ben Matthews to carry out routine maintenance around the parish, to include bus shelters, but to reduce the number of hours worked, to make savings.
- 6.6.3 Burial Ground – It was agreed to obtain competitive quotations for this work.
- 6.6.4 Rural Footpaths – It was agreed to take part in the P3 scheme with Worcestershire County Council, but the overall budget for this work would be reduced for the next financial year. It was agreed to reappoint Geoffrey Holding as our footpaths contractor.
- 6.7 **Annual Parish Meeting - 16 May 2016**  
Agenda items were discussed and a draft agenda would be prepared for approval at the next meeting.
- 6.8 **Burial Ground Extension** – Deferred to next meeting.
- 6.9 **MAINTENANCE WORK**
- 6.9.1 **Lengthsman Scheme:** Leaves and silt removed from carriageway in Sion Hill, Tandy's Lane and A448 by Fox Lane. Drainage work carried out in Tanwood Lane, blocked gully cleared at Drayton House, landslip cleared from carriageway at Barrowhill Lane, and blocked pipe under carriageway at Dorhall was rodded.
- 6.9.2 **Parish Footpaths:** FP 511/BW 553 – signpost and chevron installed, timber brash removed, stile cleaned at FP500 Bissell Wood. Step installed on stile at Drollis Farm, Drayton, and footpath 624 at side of surgery cleared, hardcore and shale surface installed to reduce flooding. Recommendation for a French drain at this location was considered and would be forwarded to the County Council for approval.
- 6.9.3 **General Maintenance:** Litter picking, phone boxes cleaned, bridge swept and bus shelters cleaned.
- 6.9.4 **Burial Ground:** Grass cut and strimmed and waste bin filled (5 times).
7. **CONSULTATIONS**
- 7.1 Local Heritage List – Draft open for consultation. It was agreed that the kiosk at Drayton should be included.
8. **TO RECEIVE REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES:**
- 8.1 County Parish Conference – Clerk attended and reported that discussions had taken place on Devolution, emergency planning, Section 106 money and CIL, and a Streetscape Design Guide and Infrastructure Specification was now available for all new infrastructure work.

## 9 CLERK'S REPORT

- 9.1 BT Kiosk – The Village: Sale completed and kiosk was now in the ownership of the Parish Council. Renovation kit provided and Steve Cashmore from Tanwood Lane had volunteered to renovate the kiosk ready for its future use for the defibrillator.
- 9.2 The VAS readings for the last two weeks in February were 171 and 100 vehicles who had exceeded the 30 mph speed limit in Harvington Hall Lane.
- 9.3 Tanwood Drive – Highways had written to the owner of property asking them to apply for permission to construct a proper driveway across the grass verge in Tanwood Lane.
- 9.4 Woodrow – Resurfacing work to be carried out in Spring. Cllr D Thomas suggested that the central white line should not be replaced in an effort to influence driver behaviour to adhere to the speed limit. This suggestion had been forwarded to Highways for consideration.
- 9.5 E43 Powell headstone ground anchored by Davis Memorials in error. It was agreed to make a contribution of £150 towards the cost of this work, to include the annual maintenance inspection.
- 9.6 Woodland Trust – information on trees passed to Cllr C Stockford for consideration.

## 10 FINANCIAL REPORT

- 10.1 The Clerk presented a schedule of payments and receipts for February which was approved.

| Name             | Purpose                  | Amount          | VAT           | Total           |
|------------------|--------------------------|-----------------|---------------|-----------------|
| CC Village Hall  | Room Hire                | 109.00          |               | 109.00          |
| Y L Scriven      | Net Salary               | 688.75          |               | 688.75          |
| Halls            | Allotment Rent           | 233.50          |               | 233.50          |
| Don Robbins      | Burial Ground            | 96.00           |               | 96.00           |
| Ben Matthews     | Maintenance              | 72.00           |               | 72.00           |
| Bill Waldron     | Lengthsman               | 302.50          |               | 302.50          |
| Geoffrey Holding | Footpaths                | 305.00          |               | 305.00          |
| Geoffrey Holding | Waste Bins               | 89.00           |               | 89.00           |
| Dudley Print     | January Newsletter       | 661.32          | 86.26         | 747.58          |
| Worcs CALC       | January Training Session | 268.15          |               | 268.15          |
| Oakleaf          | Gas Cutting              | 237.63          | 47.53         | 285.16          |
| Oakleaf          | Full grass cut Orchard   | 208.63          | 41.73         | 285.16          |
| Wyre Forest DC   | Parish Games             | 10.00           |               | 10.00           |
|                  | <b>TOTAL PAYMENTS</b>    | <b>3,281.48</b> | <b>175.52</b> | <b>3,457.00</b> |

### Receipts

|                 |                       |               |  |               |
|-----------------|-----------------------|---------------|--|---------------|
| Memorial Fee    | D38                   | 171.00        |  | 171.00        |
| Allotment Rents |                       | 182.00        |  | 182.00        |
| Training Fees   |                       | 100.00        |  | 100.00        |
| Worcs C C       | Lengthsman Scheme     | 342.30        |  | 342.30        |
|                 | <b>TOTAL RECEIPTS</b> | <b>795.30</b> |  | <b>795.30</b> |

- 10.2 Bank Reconciliation for period up to 29 February 2016 was approved.

12. Next Meeting to be held on Monday 4 April 2016 at 7:15 p.m