

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 3 March 2008
at Chaddesley Corbett Village Hall
at 7.30 p.m.**



Present: Chairman, Cllr Mr J Swift, Cllrs K Bartlett; Cllrs D Thomas, Mrs P Pardoe, L Stockford, P Tetstall, M Walford, S Williams, Mrs J Fox, M Bird: Clerk Mrs Y Scriven. Lengthsman Mr W Waldron; Members of the Public;.

Mr Martyn Kenrick gave a progress report on the work of the Environmental Group. Many recycling suggestions had been made, including collection of tin foil and stamps at the Post Office, and possibly used batteries in the future, with the object of reducing the quantity of rubbish sent to landfill. The District Council at present will only accept plastic items graded 1 and 2 and they were looking for outlets for those graded 3,4,5 and 6. It was suggested that we could set up an exchange system for disposing of unwanted goods, and we should encourage all new build within the area to be carbon neutral. Details of a new Grant had been received which might be appropriate for the new school. It was agreed that these initiatives should be promoted at the forthcoming Parish Meeting on 21 May. The Chairman thanked Mr Kenrick and his team for their work on this project, which was fully supported by the Parish Council.

1. **APOLOGIES:** Cllr G Vernon
2. **DECLARATIONS OF INTEREST: - None.** The clerk reiterated the new rules with regard to Declarations of Personal and Prejudicial Interest.

The meeting was adjourned for Public Question Time:

During public question time it was noted that Police are not familiar with the area and it was suggested they should be provided with a 'SatNav'.

It was suggested that members of the Council should familiar themselves with their responsibility as a Trustee.

Hockley Brook – present flooding problems were attributed to the dam built at Brook Cottage.

The meeting re-opened.

3. **MINUTES OF A MEETING held on 4 February 2008** were approved and signed by the Acting Chairman. The Minutes of the Planning Meeting held on **4 February 2008** were formally accepted.
4. **PROGRESS REPORTS**
 - 4.1 **Shed in Burial Ground:** A new shed had been erected on a slabbed and concrete base and was well under the budget allocated to this project.
 - 4.2 **Post Office Closures:** An update report had been received. Information was provided to the Clerk on the District Council response to initial consultations. Owners of the two Post Offices in the Parish had been offered help if required.
 - 4.3 **Parish Forum 10 April 2008:** Emergency Planning and Highway repairs had been added to the Agenda.
 - 4.4 **Parking in the Village:** A written and verbal update report was given to the meeting which indicated that 70% of residents in The Village had been consulted and 90% were in support of the suggested road markings. Residents had stressed the need for finding a site for a car park.

The School was negotiating with a local landowner for cars to be parked during the daytime, which would take up to 12 cars off the road. The exercise was considered very worthwhile and lots of suggestions had been made. A full analysis of the results would be made to the next meeting, including the results of a traffic survey undertaken by the County Council.

- 4.5 **Annual Meeting, Wednesday 21 May 2008:** A draft Agenda was agreed. A copy would be distributed to as many properties as possible to try to increase attendance.
- 4.6 **Housing Needs Survey:** Some concern had been expressed about the validity of the survey because a copy could be downloaded from the internet, thereby encouraging multiple responses. The Housing Enabler confirmed that to date 233 replies had been received, 72 of which had completed Parts A and B, 150 Part A, 1 had been downloaded from the internet from someone with a local connection living outside the district but wishing to return, and 15 blank forms which were void. Nothing suspicious had been received, no multiple electronic entries, or photocopied forms returned in plain envelopes, and it was confirmed that a valid Housing Needs Survey had been carried out which would accurately indicate the true housing need for the Parish of Chaddesley Corbett.
- 4.7 A copy letter had been received from a resident which suggested that 30 mph warning signs should be erected on the A448. This would be considered at the next meeting.
5. **CONSULTATION DOCUMENTS**
- 5.1 **Worcestershire Partnership – Sustainable Communities:** A response to the questionnaire had been prepared and sent.
- 5.2 **Matthew Taylor (MP) – Review on Rural Economy and Affordable Housing – Call for Evidence:** The Working Group had prepared a response which was approved.
- 5.3 **Wyre Forest District Local Development Framework – Core Strategy:** A response had been prepared and was approved.
- 5.4 **Worcestershire County Council – Children and Young People’s Plan:** The Clerk would attend a presentation and report to the next meeting.
- 5.5 **Wyre Forest District Council – Review of Environmental Health and Licensing Services:** A response had been sent.
- 5.6 **Consultation on Orders and Regulations Relating to the Conduct of Local Authority Members in England:** This covers the procedure to be adopted when dealing with Allegations of Misconduct. It was noted that there was no facility for dealing with frivolous or vexatious allegations and time wasting.
- 5.7 **Clerk’s Gathering – Emergency Planning:** This was a presentation of arrangements in Malvern Hills District Council. Wyre Forest District Council would be asked to provide details of their arrangements and indicate what the Parish Council could do to help.
- 5.8 **Hockley Brook – Flooding:** A meeting had been held with interested parties and a report submitted. Various options were being considered to improve the flow of water. The Parish Council were informed that it may be illegal to impound the flow of the brook.
- 5.9 **Worcestershire County Council:** The clerk had been asked to participate in the development of a Parish Council web-page on the County site.
- 5.10 **Parish Design Statement:** Mrs D Dolley gave a progress report. The final draft should be available for the next meeting.

6. CHAIRMAN'S REPORT

The Phase II Draft report for the West Midlands Regional Spatial Strategy had not been well received by Government and the consultation period had been extended to 30 June 2008 to allow time for a review of the number of houses to rise from 36,000 to a suggested 70,000, and an independent study had been commissioned.

DISTRICT COUNCILLOR'S REPORT

The Wyre Forest District Council would levy an increase of 2½% on Council Tax for the year 2008-9, the majority of which goes to the County Council, Fire Authority and the Police; higher rates would be levied by the County Council.

7. REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES

7.1 **Village Hall:** The account for repairing the Turret had now been paid and it would be re-fitted as soon as possible.

7.2 **Chaddesley Corbett First Endowed School:** A project team meeting with Highways would take place on 20 March 2008.

7.3 **Charity Trusts:** A meeting of the Margaret Delabare Charity Trust would take place on 20 March. A copy of the Charity Commission's 'The Essential Trustee' would be obtained, and Trustees should note that "all trustees must act in the Charity's Interest and must not represent the interests of outside organisations. It was suggested that training should be made available to Trustees.

7.4 **Wyre Forest Area CALC:** Meeting on Wednesday 5 March 2008.

8. **WORCESTERSHIRE CALC:** Nothing to report

9. **ALLOTMENTS:** Still trying to find account number for water meter. Considering splitting remaining field into 10 new plots.

10. **BURIAL GROUND:** The School had asked if Holly trees overhanging the playground could be cut back. An estimate for this emergency work had been obtained of £250, but more work was required on the remaining trees and on the burial ground side, an estimate for which of £1,500. The clerk was asked to try to find a solution to this problem at a reasonable price.

A letter had been received asking if the bunker could be retained for use by St Cassians. The Parish Council felt that the wheelie bins, emptied weekly, were adequate for their use, but if St Cassians wanted to retain the bunker they would have to be responsible for it and arrange and pay for it to be emptied.

11. LENGTHSMAN SCHEME

Cllr Mr P Tetstall reported that work this month included work on Drayton Road, Bluntington, Tandy's Lane, The Holloway, A448 near Fox Lane and Stone Manor. On A450 Harvington to Woodrow Lane 38 blocked grips were cleared, buried headwalls dug out, including outfall in ditch near Oak Place, Harvington. Gullies and grips were cleared and ditches dug on Dobes Lane and Tandy's Lane. Litter collected in Tandy's Lane, Woodrow Lane and A448. It was expected that work would be completed in March and within budget.

A letter had been received from a resident of Tandy's Lane about maintenance on the Lane. Quite a lot of work had been done in this area in an attempt to keep the Lane clear, including arranging for the trees to be cut back and the road to be swept on several occasions. Further work had been done again this month.

12. Financial Report

A schedule of payments and receipts had been circulated and was approved.

Payments

W Waldron	Lengthsman Scheme and Drainage Work	£ 270.00
Worcs CALC	Training Booking Fee	£ 5.00 + VAT
S Holden	Wiring Village Hall Projector	£ 125.00 + VAT

JPB	Photocopying/printing/stationery/postage	£ 102.99 + VAT
G N Pardoe	Ditching Work	£1,280.00 + VAT
Humberts	Allotment Rent	£ 175.00
A Page	Cabling	£ 25.51 + VAT
Y L Scriven	Clerk's Salary Jan-March 2008	£1,117.28
HM Revenue	Tax and ER's NIC	£ 330.84

Receipts

Worcestershire CC	Lengthsman	£ 375.00
Worcestershire CC	Grass Cutting Contract	£1,052.00
West Mercia Police	Donation to Notice Board	£ 250.00
Allotment Rent	Plot 13	£ 20.00

Clement Keys had been appointed Auditors to the Parish Council for the next 5 years.

13. **ITEMS FOR NEXT MEETING:** Parish Design Statement, Parish Footpaths, Linda Collis, Wyre Forest District Council

Next Meeting Monday 7 April at 7.30 p.m.