

**MINUTES OF A MEETING OF
CHADDESLEY CORBETT PARISH COUNCIL
Held on Monday 7 January 2008
at Chaddesley Corbett Village Hall
at 7.30 p.m.**



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

The Police did not attend but sent an e-mail report following request for clarification of figures provided on number of crimes in the District during 2005 and 2006. The Police were unable to comment on these figures as the Beat Office for that area was no longer with them, but during 2007 there had been a number of vehicle crimes on the Swan car park, a few burglaries and various shed break-ins. Only a few PACT postcards had been returned regarding cyclists. Further clarification would be requested when the police attended the next meeting.

1. **APOLOGIES:** Cllr K Bartlett

2. **DECLARATIONS OF INTEREST:**

- Cllr S Williams – Item 10 – Trustee of Various Charitable Trusts affected by the decision.
- Cllr P Pardoe – Item 10 - Trustee of various charitable trusts affected by the decision.
- Cllr P Pardoe – Item 15.1 - Representative on Village Hall Committee
- Cllr J Fox – Item 15.1 - Representative on Village Hall Committee

The meeting was adjourned for Public Question Time:

- It was reported that a reddish brown van had been observed in the area watching farms and other farmers had been alerted. A Nissan vehicle had also been observed behaving suspiciously. *Cllr M Bird as Co-ordinator of Neighbourhood Watch was surprised that he had not been contacted about this, or received any notification from the Police. Cllr Fox would take this up at the next PACT meeting.*
- A reference was made to a recent newspaper report about the danger of disposing of the new low energy and strip lights as they contained mercury. *This information would be referred to the Environmental Group who would include this in a future report.*

The meeting re-opened.

3. **MINUTES OF A MEETING held on 3 December 2007** were approved and signed by the Chairman. The Minutes of the Planning Meeting held on **3 December 2007** were formally accepted.

4. **PROGRESS REPORTS**

4.1 **Passenger Transport Strategy for Worcestershire:** Cllr D Thomas reported that the results of the Consultation would be published towards the end of February.

4.2 **West Midlands Regional Spatial Strategy:** Cllr J Swift and other Cllrs had contributed to the consultation and a paper was tabled with their suggested response. This was adopted by the Parish Council and the Clerk would respond to the questionnaire accordingly.

4.3 **The Swan:** The report had referred to the Swan at Blakedown and not Chaddesley Corbett and had been resolved amicably.

4.4 **Precept – Council Tax Base:** The 2008-9 Precept per Band C property would be £30.08 per household, or .578p per week.

- 4.5 **Emergency Planning:** A document had been prepared and circulated to Cllrs. Requests for copies to other individuals should be made to the Clerk.
- 4.6 **Property Marking – 23 January 2008 – Village Hall 2.00-4.00 p.m.**
- 4.7 **Parish Design Statement:** Comments had been received from Mr Gibbs and had been forwarded to the Steering Group.
- 4.8 **Computer Training Courses:** The January and April courses (four) were all fully booked and the Clerk had a further waiting list of 14 people, all residents of the Parish, who wished to attend a course on e-mails and the internet. Although the course is free to residents, Kidderminster College have to pay £200 per session for use of the School for these events and had therefore expended £800 on the current courses. As the Parish Council had not been told at the outset, they did not consider they should contribute to these costs because the response had been so successful.
- 4.9 **Housing Needs Survey:** Following discussions with Wyre Forest District Council it had been agreed that the number of years since leaving the Parish would remain at 3 years. This was necessary to comply with rules relating to Choice Based Lettings. The survey was now ready and would go out to residents shortly.
- 4.10 **Public Notice Board in Chaddesley Village:** The Police were interested in using this and would contribute towards maintenance costs.
5. **CONSULTATION DOCUMENTS/MEETINGS**
- 5.1 **Worcestershire County Council – Workshops on Regional Spatial Strategy:** Meeting in Kidderminster Library on Wednesday 23 January 2008 at 6.30-8.30 p.m. would be attended by Cllrs J Swift and M Walford.
- 5.2 **Worcestershire County Council – Budget Information Meeting 17 January 2008 – 7.00pm – County Hall.** Cllr K Bartlett would be asked to attend.
- 5.3 **Worcestershire County Council – Special Schools Review:** Noted.
- 5.4 **Local Leadership in Action – NALC Meeting in London 30 January 2008 -** No-one would attend.
- 5.5 **West Mercia Police Authority – Consultation Meeting 15 January 2008 – Hindlip at 7.00-9.00 p.m.** Cllr M Bird would attend.
- 5.6 **Post Office Closures:** Cllr G Vernon was appointed to assist R Vale and M Gibbs coordinate a response when Consultations start in August 2008.
- 5.7 **Health & Safety Officer:** Deferred.
- 5.8 **Worcestershire Partnerships – Sustainable Community Strategy – Consultation Draft:** Comments by 14 February 2008. View on web page www.worcestershirepartnerships.org.uk/home/draft6-final-version-for-consultation.pdf Linda Collis from Wyre Forest District Council should be asked to report on this at the next Parish Council meeting.
6. **Margaret Delabere’s Almshouse Charities:** A copy of the accounts for the year ended 2006 had been received and were formally accepted by the Parish Council.

7. **Parking in the Village:** A report had been prepared by the Working Group which made various proposals. The work of the representatives of this group was acknowledged, but it was felt that many of the suggestions had received a negative response. It was agreed that a meeting with Cllr S Clee, the Police and members of the Working Group arranged for Thursday 24 January at 3.00 should take place, after which further proposals should be put to the Parish Council. It was agreed that the Working Group should arrange a meeting of local businesses as suggested in item 1(b) and a letter to residents as suggested in item 1(a).
8. **January Newsletter:** A draft had been circulated and various amendments made. Distribution costs were reviewed and it was agreed to award the work to Dudley Print who would print, collate, envelope and post at a cost of £506 including postage.
9. **Staffing Committee – Review of Clerk’s Salary and Expenses:** A paper had been circulated which was adopted. The clerk’s rate would be increased to SPC 27 at £11.498 per hour to recognise experience, length of service, loyalty and qualification. The mileage rate would be paid in accordance with Local Government recommendations.
10. **Resolution to revise standing orders** – There was further discussion but the matter was again deferred to the next meeting.
11. **Fair Trade:** It was agreed that this should be supported by the Parish Council.
12. **Replacement Shed in Burial Ground:** As the burial ground was in the Conservation Area it was agreed that a like for like replacement shed would be provided at a maximum cost of £1,000, to include the base. The Clerk was given delegated authority to order equipment as appropriate.
13. **Tree Warden** – The appointment of Mervyn Needham as Tree Warden for the Parish was approved. It was noted that Mr Needham was already Tree Warden for Chaddesley Woods.
14. **CHAIRMAN’S/DISTRICT/COUNTY CLLR REPORTS: None**
15. **REPORTS FROM CLLRS REPRESENTING OUTSIDE BODIES**
 - 15.1 **Village Hall:** Nothing to report. Meeting 23 January.
 - 15.2 **Chaddesley Corbett First Endowed School:** Planning Application has not yet been sent to the Government Office.
 - 15.3 **Charity Trusts:** Nothing to report.
 - 15.4 **Wyre Forest Area CALC:** Cllrs M Walford and P Tetstall had attended meeting on 5 December and submitted a report from the Acting Executive of Worcs CALC which was noted.
16. **WORCESTERSHIRE CALC**
Newsletter had been circulated and was noted.
17. **ALLOTMENTS:** The existing water meter had been found and was still connected. In order to avoid incurring re-connection costs we would need to obtain Mr Rowberry’s original account number.
18. **BURIAL GROUND:** Nothing to report.
19. **LENGTHSMAN SCHEME**
Cllr Mr P Tetstall reported that work this month included litter collection on A450, A448 and Woodow Lane to Harvington. Leaves were cleared from concrete channel in front of pipe near A450 at Tandy’s Lane, and blocked gullies were cleared in the Cul-de-Sac at Mustow Green, along Fox Lane and The Holloway. Bollards at Bluntington crossroads were replaced for the second time. Further work is required along Fox Lane and this would be passed to Worcestershire Highways.

Planned drainage work in various locations around Chaddesley took place, partly funded by the County Council. This work had exceeded the budget by £485, and the Parish Council resolved to make up the deficit from existing resources as the work was important in order to resolve some flooding issues. A letter of thanks would be sent to the Contractor and our Lengthsman for their excellent work.

A meeting had taken place with Wyre Forest District Council Watercourse Officer, the Lengthsman, Cllr P Tetstall and the Clerk regarding flooding of Hockley Brook in July 2007. A report had been issued by the Watercourse Officer which made recommendations which would be considered and acted upon as soon as possible.

18. **Financial Report**

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

Payments

CC Village Hall	Room Hire – some from April 2007	£ 190.00
W Waldron	Lengthsman Scheme and Drainage Work	£ 405.00
Wyre Forest DC	Labels on disk	£ 24.50
M C Walker	Names on notice boards	£ 62.09
Y L Scriven	Clerk's Expenses	£ 131.50 + VAT
Y L Scriven	Clerk's salary	£ 954.78
HMRC	PAYE	£ 268.62
Various	Parts for projector and anti-virus	£ 137.99 + VAT
BT	Line Rental and Broadband for Clerk	£ 88.12 + VAT

Receipts

Worcs CC	Lengthsman	£ 470.00
Allotments	Rent (replacement cheque)	£ 20.00
Wyre Forest DC	Contribution to burial ground maintenance	£ 635.00

Invoiced

Wyre Forest DC	Parts for projector and anti-virus (above)	£ 137.99 + VAT
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17. **NEW HIGHWAY ISSUES**

Works needed:

- Various drainage issues in Fox Lane near Sewage Treatment Works reported by Lengthsman.

18. **ITEMS FOR NEXT MEETING:**

Next Meeting Monday 4 February 2008 at 7.30 p.m.