

CHURCHILL AND BLAKEDOWN PARISH COUNCIL

Minutes of the Meeting of Churchill and Blakedown Parish Council held on Wednesday 20th May 2015, in the Pavilion, Blakedown Sports Centre, Birmingham Road, Blakedown.

PRESENT: Cllr Mrs. S Fowler, Cllr B Hession, Cllr R Keys, Cllr J W Long, Cllr J Lorton, Cllr P Mellor and Cllr R J Shade

In attendance: Angela Preece, Clerk to the Parish Council, Cllr Ian Hardiman.

1. Declaration of Acceptance of Office: Elected Members signed the Declaration of Acceptance of Office following the uncontested election on the 7th May 2015.

Cllr Mrs S Fowler, having been elected to act as Chairman in the absence of the outgoing Chairman, chaired the meeting for agenda item 2

2. Election of Chairman: Cllr Roger Shade was elected as Chairman to the Council and signed the Declaration of Acceptance of Chairman's Office.

3. Election of Vice Chairman: Cllr Mrs Pauline Hayward was elected as Vice Chairman in her absence.

4. Chairman's Opening Remarks: The Chairman stated that it would be an interesting year ahead for the Council, the main objective would be to progress the Neighbourhood Plan to referendum next May.

5. Apologies for Absence: Apologies were received and accepted from outgoing Chairman Pete Dearden, Cllr Mrs Pauline Hayward, Cllr Stephen Clee, Cllr Marcus Hart, Cllr Stephen Williams,

6. Declarations of Interest: No other interests were declared by Councillors other than those previously declared.

7. Community Policing: No Police Officers in attendance. Police report circulated recording 32 instances of violence against the person in the Kidderminster East and Rural Local Policing Area. Cllr Keys was concerned that there was no attendance from the Police with these levels of incidents even though they were not recorded as having taken place in the Churchill and Blakedown area. Clerk asked to email Local Policing Team to advise that the Parish Council is unhappy with the levels of attendance from Officers at the Parish Council meetings.

The meeting was adjourned for **Public Question Time**, notes of which are appended to these minutes

8. Dispensations: No new requests for dispensations received, previously granted dispensations still in place.

9. Appointment of Committees and Representatives to Outside Bodies: Agreed as follows

- a) Wyre Forest Area CALC: Cllr Roger Shade and Cllr Jim Long.
- b) Churchill and Blakedown Sports Centre Committee: Cllr John Lorton.
- c) Emily Lyttelton Trust: Cllr Jim Long.
- d) PACT representative and Police Liaison: Cllr Roy Keys
- e) Website keeper: Gordon Stevens
- f) Wyre Forest Community Emergency Planning Forum: Cllr Sue Fowler

10. Casual Vacancy: Members agreed to proceed to advertise the casual vacancy for Churchill Ward

11. District and County Council Matters: Cllr Ian Hardiman attended representing Wyre Forest Rural Ward. Cllr Marcus Hart and Cllr Stephen Williams were also elected to this three member ward. The Councillors will share the ward on a District level, work together as a team and will attend meetings on a rota basis.

12. Minutes: The minutes of the Parish Council Meeting held on Wednesday 15th April 2015 were approved.

Cllr Keys raised the issue of a new post being needed for the vehicle activated sign to be located in Stoney Lane. Clerk advised that she had spoken to David Hunter from County Highways who would look for a suitable location when he was next in the area.

13. Lengthsman Report: Lengthsman provided a report via the Clerk, no issues from his point of view, he was now very busy with grass cutting. It was reported that the 'no dogs' sign in the play area had been removed and not been replaced. Cllr Lorton will refer the matter to Sports Centre Committee.

14. Car Park: The pay and display machine is now working and a fixed penalty notice has recently been issued. The car park surface has been patched. Cllr Long still speaking to Wyre Forest District Council about taking over the car park as an asset of community value – will continue discussions and report back at next meeting.

15. Signal Box: Next meeting with Norman Dawson Trust taking place at the beginning of June 2015. The bid to the Heritage Lottery Fund is being re-instated – deadline end of May 2015. The creation of a Charitable Incorporated Organisation called the Churchill and Blakedown Villages Trust is in the process of being registered with the Charity Commission to enable the project to be administered on a charitable basis. The Historical Society confirmed at it's Annual Meeting that it would be willing to take over the signal box as it's headquarters. The Trust will need to be kept separate from the Parish Council administration, have it's own bank account and meet separately. Members resolved that the Parish Council puts the draft system of governance to the Council's Solicitor to assist with the registration of the Charitable Incorporated Organisation.

16. Housing Needs Survey: Have been advised that the survey has been returned to the Consultants with a request to do some further analysis on the open housing market information as it is too focused on affordable housing at the moment.

17. Neighbourhood Plan: Draft report received with request for comments, those comments have now been amalgamated into the second draft. Plan is now in a format ready to go to Wyre Forest District Council and to County Highways for their comments and will then go out for formal consultation. A discussion regarding traffic issues followed which would be addressed by the next meeting of the steering group when members of the group have read the draft.

18. Reports for information:

- a) Parish Website – none received. Clerk to get Councillor's details updated.
- b) Blakedown Station – The timing of the barriers coming down has been tested and remains within the national standard guidelines.
- c) Parish Delivery Network – The Parish Council should advise the Delivery Network in advance if items need to be distributed by a specific date.

19. Planning and Development Control:

- a) Planning Applications Received
15/0243/FULL - 4 HALFSHIRE LANE BLAKEDOWN KIDDERMINSTER
Conservatory to the side elevation and new garden wall with gate
Date Received: 30 April 2015 - no objection

b) Planning Decisions Refused

15/0129/FULL - CAR PARK AT THE SWAN, 9 BIRMINGHAM ROAD, BLAKEDOWN

20. Financial Report and Payment of Accounts:

- a) Members noted bank balances at 12th March 2015
- b) Members approved payments as per the list with the addition of the following payments
Mark Jones £570 Wyre Forest contract and Handyman work. Peter Phillips £70 for internal audit
Worcs CALC £22.95 for booklets. JRB Enterprise £257.40 dog poop scoop bags.
- c) The Annual Financial Return for the 2014/2015 financial year was signed by the Chairman for submission to external auditors
- d) Members approved a grant of £530 to Churchill and Blakedown Millennium Green Trust to cover the cost of insurance payments. Cllr Long abstained from voting.

21. Land adjacent to 77 Belbroughton Road, Blakedown: Ongoing – remove from agenda.

22. Highway and Street Lighting Matters: Cllr Long reported a number issues including street lighting, telephone boxes needing attention and blocked drains. Details to be passed to Clerk for action.

23. Churchill War Memorial: Cllr Keys has found a company via the War Memorial Trust who have an office in Brierley Hill and also a workshop in Kidderminster. He has contacted them and been given a quote of £400 maximum to clean the Memorial without affecting the natural appearance. Members resolved to proceed and get the work done.

24. Correspondence for Information: Correspondence report issued with the Agenda was noted.

Cllr Mellor left the meeting at 10.10. p.m.

25. Clerks Report on ongoing items: The Clerk's report issued with the Agenda was noted. Cllr Keys asked if a time limit on the length of meetings could be imposed.

26. Councillor's Reports and items for future agendas: Cllr Shade requested agenda items to discuss Clerk's hours of work and to look at the creation of sub-committees to expedite meeting time. Cllr Fowler suggested the next meeting date of the Steering Group for the Neighbourhood Plan to take place on Wednesday, 10th June at 7.30 p.m. Cllr Long confirmed that there was no availability to attend the Parish Conference as requested due to other commitments. Cllr Lorton reminded the Clerk to sort out reimbursement for unfranked mail sent by Wyre Forest District Council.

27. Date of Next Meeting: – 17th June at 7.30 p.m. in the Pavilion, Blakedown Sports Centre, Birmingham Road, Blakedown

The meeting closed at 10.20 pm.

Dated this 17th June 2015

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Chairman to Churchill and Blakedown Parish Council

Notes of Public Question Time

No members of the public in attendance