

CHURCHILL AND BLAKEDOWN PARISH COUNCIL

Minutes of the Annual Meeting of Churchill and Blakedown Parish Council held at 7.30 p.m. on Wednesday 18th May 2016 in the Norman Dawson Sports Pavilion, Blakedown.

PRESENT: Cllrs R Shade, Mrs. S Fowler, Mrs P Hayward, R T Benney, B Hession, J W Long, J Lorton, P Mellor (joined the meeting at 20.48 p.m.) and N Rowlinson.

In attendance: Angela Preece - Clerk to the Parish Council, District Cllr S Williams, PCSO R Ruston and Lengthsman Mark Jones.

1. Election of Chairman: Cllr Roger Shade was elected as Chairman and signed the Declaration of Acceptance of Office.

2. Election of Vice Chairman: Cllr Mrs Pauline Hayward was elected as Vice Chairman.

3. Chairman's Opening Remarks: Chairman asked that as many Members attend the Annual Parish Meeting as possible.

4. Apologies for absence: Cllr Mellor had given his apologies for not being able to attend the start of the meeting but he would arrive as soon as he was able to do so. Apologies were received and accepted from Cllr I Hardiman, Cllr M Hart and Cllr S Clee.

5. Declarations of Interest: The Chairman declared an Other Disclosable Interest in the planning application in relation to 10 Gladstone Place to be dealt with under agenda item 9, received after the agenda was issued.

Previously made declarations (for which a dispensation has been granted) still in place. No new declarations made.

6. Community Policing: PCSO Rebecca Ruston gave the report. For the month of April there had been three violent crimes (domestic related), one drug related incident at train station. Since then there has been one theft from a motor vehicle in Waggon Lane. There has been an increase in other rural areas such as Chaddesley with an aggravated burglary at Rowberry's Nursery.

Cllr Lorton advised that he had reported a fallen tree across the Birmingham Road to Wyre Forest District Council which was removed the following day. Dog bag dispenser is broken in Churchill Lane. Vegetation needs cutting back from around the sign in Waggon Lane. He has found a supplier for a new side piece to the cast iron bench in Churchill Lane and is waiting for a quotation. Drain gullies still blocked on the Birmingham Road and Station Road. Fly-tipping on the railway behind 21 Wannerton Rd, Blakedown has been removed.

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

7. Appointment of Committee's and Representative to Outside Bodies: Members were elected to the following Committees, Working Parties and Outside Bodies

a) Finance Committee: Chairman, Cllr Mrs S Fowler, Cllr J Long

b) Localism Working Party: Cllr J Long, Cllr J Lorton

c) Wyre Forest Area CALC: Chairman, Cllr R T Benney, Cllr Long to attend in a non-voting capacity

- d) Churchill and Blakedown Sports Centre Committee: Cllr J Lorton
- e) Emily Lyttelton Trust: Cllr J Long
- f) PACT Representative and Police Liaison: Cllr Mrs S Fowler
- g) Footpaths Officer with Worcestershire County Council: Cllr J Lorton
- h) Highways Working Party: Cllr R Benney, Cllr Mrs S Fowler, Cllr Mrs P Hayward, Cllr P Mellor, Cllr N Rowlinson to attend when available
- d) Planning Working Party: Cllr R T Benney, Cllr Mrs S Fowler, Cllr B Hession, Cllr P Mellor

8. Neighbourhood Plan: The Plan is submitted and out for consultation from Wyre Forest District Council until the 1st July 2016. Inspection of the Plan is scheduled for June/July 2016.

11. District and County Council Matters: Cllr Stephen Williams gave his report. He advised Members of the political composition of the District Council, the Conservative Party still has an overall majority holding 22 of the 35 seats. John Champion has been elected as the new Police and Crime Commissioner for West Mercia taking up his new role on the 12th May 2016. He has stood down from his Cabinet Portfolio position for Planning and Economic Regeneration, his role has been taken by Cllr Tracey Onslow. The next full Council Meeting will take place on the 25th May 2016.

Cllr Williams left the meeting at 19.58 p.m.

9. Planning and Development Control:

a) Planning Applications Received

16/0241/TREE - 1 WANNERTON ROAD BLAKEDOWN
Fell Norway Spruce - no objection

16/0231/FULL - BLUEBELL COTTAGE STAKENBRIDGE CHURCHILL

Conservatory to rear - this property is on the Local List and it is suggested that the application should be referred to the Heritage Officer as the Parish Council believes the proposed alterations detract from the vista of the property.

16/0227/FULL - CHURCHILL GRANGE CHURCHILL

Creation of new driveway access to residential property – the Parish Council objects to this application as it is in the green belt and the pathway will pass through the conservation area and suggest the application be referred to the Heritage Officer.

16/0273/FULL - 10 GLADSTONE PLACE BLAKEDOWN

Proposed kitchen, family room and dining room extension to ground floor and bedroom to first floor – the Parish Council feels the plans submitted are poor and difficult to understand and object to the application as they feel it is over intensification of a site that has only recently been developed and would set a precedent for everyone else to extend and intensify Gladstone Place even further.

b) Planning Decisions

16/0074/FULL THE GRANARY, BARN 3 HODGE HILL FARM BARNS BIRMINGHAM ROAD
Construction of single storey Orangery / Garden Room to side of main building – Refused

13. Lengthsman & Environmental Maintenance Reports: a) Lengthsman: Timesheets circulated. b) Litter and benches: Mark Jones advised the benches on the Birmingham Road would be completed in the next week or so. Cllr Lorton has repaired the majority of the dog bag dispensers and done an excellent job, Members recorded their thanks to Cllr Lorton for his work. c) Grass cutting: Grass cutting is now being done. Mark Jones was asked to meet with Wyre Forest District Council operatives on Monday 16th May 2016 to discuss grass cutting. Wyre Forest Operatives claimed they had been grass cutting in Blakedown the previous year, which was not correct, they appear to be unclear as to who is responsible for the different areas of grass cutting. Mark Jones will continue cutting grass fortnightly, as last season, unless advised otherwise by the Parish Council. Cllr Long advised he had spoken to Linda Collis earlier that day and she acknowledged that the Parish Council are responsible for cutting the grass, their staff do not need to be cutting grass here at all. She believes that all funds the District Council receives from County for grass cutting is passed on to the Parish Council but this is not the case and she is going to be looking into this.

10. Highways, Traffic, Street Lighting, Car Park and Parking Matters: a) Traffic/speed enforcement and parking issues: Members and a local resident had met with Dave Perridge from the Safer Roads Partnership, advised him of the areas of concern, Cllr Fowler provided him with the data from the last traffic survey, his advice is that we look for 'engineering' solutions, for example putting cycle lanes, altering the road markings, gateways to the village, etc. We are advised to contact Rod Lake to discuss possible options. b) The Avenue car park: The Chairman had circulated a summary of the meeting with Linda Collis on the 9th May 2016. The suggestion was that Wyre Forest District Council retain ownership of the car park but provide a grant for the Parish Council to manage it. A decision for this to go ahead would need to be made by District Council Members. c) Street lighting: Street lights number 14 and 18 are still not repaired.

12. Minutes: The minutes of the Parish Council Meeting held on Wednesday 20th April 2016 were approved.

14. Charitable Incorporate Organisation: Cllr Long stated that the ownership of the signal box will need to be transferred to the Trust. Robert Sprake has given a quote of £850 to do the legal work for this. The conditions of the grant stated that the Historical Society should sign a 25 year lease to occupy the signal box but this has not been agreed by the Historical Society. It was agreed at the set up that the Trust would have overall responsibility for the signal box. Regular income to the Trust to cover running costs is needed.

15. Signal Box: The provisional opening date is the 9th October 2016. An application for a grant of £1,000 is being made to Wyre Forest District Council to cover the opening event costs. Cllr Mrs Fowler advised that the additional sum of £20,000 she had applied to the Heritage Lottery funding for had come through.

16. Reports for information: a) Parish Website: Cllr Rowlinson advised that he has made initial enquiries into the provision of a new website and various options were available dependent on cost. A modular system appeared to be a good option, as more could be added at a later date to build the site to the Parish Council's requirements. Cllr Rowlinson will bring a presentation to the next meeting concentrating on a mid-range package. b) Neighbourhood Watch: Nothing to note. c) Sports Pavilion: Chairman has taken advice regarding the approved grant and would like to put in some conditions for payment. The first condition is that the grant is paid in two installments of £1,000, the first installment has already been paid and secondly that the Sports Committee provide a quarterly report of current assets and liabilities. The second payment of £1,000 to be made at a later date upon provision of satisfactory quarterly accounts. The report should be received by the end of June in preparation for the July meeting of the Parish Council.

17. Financial Report and Payment of Accounts:

a) Members noted bank balances at the 12th May 2016.

b) Members approved payments as per the list with the addition of the following payments; Mark Jones £594 for Lengthsman and contract work, HMRC £30.40, P Phillips (internal Audit) £70.00, Lesley Newsletter £150.00 and Neighbourhood Plan £17.00, Simeon Bateman £513.37, Norman Dawson Sports Pavilion (grant) £1,000.00.

- c) St James the Great Church grant for upkeep of graveyards in both Churchill and Blakedown Churches £400.00 – payment to be made
- d) Bank Reconciliation: Chairman signed the bank reconciliation for the period ending 31st March 2016.
- e) Payments and Receipts Account: Members noted receipt of the accounts for the 2015-2016 financial year.
- f) Annual Financial Return: The Chairman signed the Annual Financial Return prior to submission to external auditors Grant Thornton.

18. Annual Parish Meeting: The meeting takes place on 25th May 2016, 7.30. p.m. in the Sports Pavilion. Notices of the meeting have been posted on the notice boards, shops car park, pubs and placed on the website. Chris Phillips from Heartstart Bridgnorth will be in attendance to give a presentation on the use of defibrillators. Light refreshments will be provided.

19. Clerk’s Report: Clerks report on ongoing items noted.

20. Correspondence for Information: Members noted the correspondence report circulated with the agenda.

21. Councillor’s Reports and items for future agendas: Cllr Long asked what the current position was with lobbying Wyre Forest District Council with regard to prior notification of permitted development rights. Cllr Rowlinson will prepare a presentation for the next meeting on possible website options. Cllr Mellor advised of an incident the previous day outside the School when a child had tripped and fallen off the kerb.

22. Date of Next Meeting: Wednesday 15th June 2016 at 7.30 p.m. in the Pavilion, Blakedown Sports Centre, Birmingham Road, Blakedown.

The meeting closed at 9.40 p.m.

Dated this 15th June 2016

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Chairman to Churchill and Blakedown Parish Council

Notes of Public Question Time

No members of the public were in attendance