

CHURCHILL AND BLAKEDOWN PARISH COUNCIL

Minutes of the Annual Meeting of Churchill and Blakedown Parish Council held at 7.30 p.m. on Wednesday 16th May 2018 in the Norman Dawson Sports Pavilion, Blakedown.

PRESENT: Cllrs Mrs S Fowler, Mrs P Hayward, R T Benney, B Hession, J W Long, J Lorton, P Mellor, N Rowlinson and R Shade,

In attendance: Angela Preece - Clerk to the Parish Council

1. Chairman's Opening Remarks. The outgoing Chairman (Cllr Shade) welcomed Members to the meeting and noted the Parish Council achievements during the past year which including the installation of street lighting, village gateways, vehicle activated signs, refurbishing the telephone kiosk, procuring SmartWater, initiating parking enforcement around the Station and the appointment of a new Lengthsman, there are further plans to refurbish the bus shelters. New financial regulations, complaints and grievance procedures have been adopted by the Parish Council. He hopes that next year we can work with the principal authority to influence traffic infrastructure in view of the large number of properties proposed to be built in the vicinity. County Cllr Hart is dealing with parking issues around the Station and there should shortly be a consultation on proposed parking restrictions.

2. Election of Chairman: Cllr Richard Benney was elected as Chairman for the forthcoming municipal year and took the Chair.

3. Election of Vice Chairman: Cllr Roger Shade was elected as Vice Chairman for the for the forthcoming municipal year.

Cllr Mrs Fowler proposed a vote of thanks for Cllr Shade in recognition of the work he had done in the past three years as Chairman.

4. Apologies for absence: None received, all Members present.

5. Declarations of Interest: None.

6. Community Policing: No Officers in attendance.

<p>Public Question Time. No Members of the Public in attendance.</p>

7. Dispensations: No requests for a dispensation received by the Clerk.

8. Minutes: Minutes of the Parish Council Meeting held on Wednesday 18th April 2018 were approved.

9. Appointment of Committee's and Representatives to Outside Bodies: Members resolved to retain the existing membership of the Committee's and Outside Bodies with the exception of the Footpath's Officer role with Worcestershire County Council. It was agreed that Cllr Lorton would hold a local advisory and monitoring role on a voluntary basis as a Footpath Warden and that reports would continue to be forwarded to Worcester County Council for their action.

Terms of reference for each Committee will be agreed at the first meeting of said Committee.

10. District and County Council Matters: No reports received.

11. Lengthsman & Environmental Maintenance Reports: Time sheets circulated for contract work.

a) Lengthsman. No issues. b) Litter and grass cutting: Some minor grass cutting issues need to be addressed but this is largely due to the fact that this is the first grass cutting season for the new Contractor. Clerk to provide grass cutting maps for the Contractor and Members to advise of any issues they become aware of. c) Benches. Nothing to report.

12. Highways, Traffic, Car Park and Parking Matters:

a) Highways/traffic/speed enforcement and parking issues. Clerk to meet with an Officer from County Highways to obtain agreement for the proposed village gateway locations. b) Vehicle Activated Signs: suitable location in Stakenbridge Lane/Churchill cross roads needs to be agreed with County Highways. Cllr Mellor reported that the gullies hadn't been emptied despite being reported months ago.

13. Parish Treescape: Cllr Mrs Fowler gave a report on her meeting with Arboricultural Officer Alvan Kingston from Wyre Forest District Council. TPO's will usually apply to specimen trees and if covering a woodland area, applies to any tree or plant within that specific area at the time TPO was made. A TPO can be created in two or three days when necessary. When a tree is taken down the District Council always asks for a replacement tree to be planted. It was suggested that Alvan Kingston is asked to attend a meeting and also be involved with a local group, working together to identify any action that needs to be taken on the trees in the Parish. It was agreed a working party comprising of Cllr Mrs Fowler, Cllr Long, Cllr Lorton and interested residents would be created, arrangements will be made to meet and report back to the Parish Council, with a suggested course of action, to be brought back to the next meeting. Cllr Long declared an interest that his property backed onto The Avenue, he also suggested contacting Network Rail to consider removing the trees from in front of the signal box, this needs further discussion.

14. Parish Council Standing Orders: Members resolved to adopt the revised Standing Orders subject to them being reviewed and amended at the next meeting where necessary. The Chairman, Cllr Mrs Fowler and Cllr Shade will action this.

15. Website: Cllr Rowlinson will add a link so that the new website can be in general use.

16. Annual Parish Meeting: It was confirmed that arrangements were in place for the Annual Parish Meeting on the 24th May 2018. Cllr Hayward gave her apologies in advance.

17. Planning and Development Control:

a) Planning Applications

Members discussed the email from the Planning Officer regarding 17/0358/Full Fir Lodge, Stakenbridge Lane, Churchill and agreed they did not object to the amended plans.

Cllr Mellor left the meeting at 8.50 p.m.

b) Planning Applications Received since Agenda issued

To consider any planning applications received since the agenda closed.

18/0325/TCA ADJ. TO KINGS BARN CHURCHILL LANE CHURCHILL KIDDERMINSTER DY103LY
Fell Elm and Hazel interfering with overhead power line.
Case Officer Alvan Kingston. No objection.

18/0324/TCA ATTLEE HOUSE CHURCHILL KIDDERMINSTER DY103LY
Side prune Yew interfering with overhead power line.
Case Officer Alvan Kingston. No objection.

c) Planning Decisions Received

18/0162/FULL AUTUMN COTTAGE CHURCHILL LANE BLAKEDOWN

Detached car port. Approved

18/0212/FULL GOODWOOD 81 BELBROUGHTON ROAD BLAKEDOWN

Proposed application of new render finishes to existing facing brickwork facades, including replacement of existing render with new. Approved.

18/0200/TREE 20 GLADSTONE PLACE BLAKEDOWN

Fell Silver Birch. Approved.

18/0130/TREE 7 BROOKSIDE WAY BLAKEDOWN

Reduce Cherry by 25%, reshape and thin out. Reduce Willow to below the cavity. Reduce two Alders by 40%. Approved

18/0132/FULL COMMON FARM HOUSE CROWN LANE IVERLEY

New access gate to farm land from highway. Approved.

18/0162/FULL AUTUMN COTTAGE CHURCHILL LANE BLAKEDOWN

Detached car port. Approved

18. Financial Report and Payment of Accounts:

a) Members noted bank balances at the 9th May 2018.

b) Members approved payments as per the list with the addition of the following payments:
Peter Phillips £75.00, Lengthsman and contract work £1,225.26, Heartstart Midlands £99.00 and Janitorial Direct £50.36.

Members ratified the following payments made on the 11th May 2018: Bridgnorth Print £139 and Direct Letterbox Marketing £396.

c) Internal Auditor for the 2018-19 Financial Year: Members approved the appointment of Peter Phillips as Internal Auditor for the 2018-19 financial year.

e) Annual Financial Return: The Annual Governance Statement for submission to external auditors PKF Littlejohn was signed by the Chairman.

f) Annual Financial Return: The Accounting Statement for submission to external auditors PKF Littlejohn was signed by the Chairman.

g) Clerk's Salary: Members approved the NJC increase in Clerk's salary to £11.275 per hour backdated to 1st April 2018.

h) Prysmian: Members resolved not to make any payment to Prysmian Lighting unless evidence of a contract could be produced.

19. Annual Parish Meeting: Agenda item 16 duplicated.

20. Clerk's Report: Clerks report on ongoing items noted.

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

22. Councillor's Reports and items for future agendas: Cllr Shade asked if the Parish Council could consider becoming involved in the Royal British Legion Secret Soldier Campaign to commemorate the 100th anniversary of the end of the First World War, to be added to next agenda.

23. Date of Next Meeting: Wednesday 20th June 2018 at 7.30 p.m. in the Pavilion, Blakedown Sports Centre, Birmingham Road, Blakedown.

The meeting closed at 21.23 p.m.

Dated this 20th June 2018

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Chairman to Churchill and Blakedown Parish Council

Notes of Public Question Time

No members of the public in attendance.