



Barnt Green Parish Council

Minutes of the Parish Council Meeting held at the Parish Office on Monday 16th May 2011 at 7.00pm

- Present:** Cllrs Mrs Rachel Banner, Mrs Susan Whitehand Mrs Doreen Hawkley, Alun Davies, John Jagger, Charles Hotham and Edwin Gumbley.
- In attendance:** Roger Westbury (executive officer); District Cllr Stuart Dudley
- Appendices:** The following documents will be appended to the signed minutes:
- the Agenda
 - an updated report on planning applications
 - an updated report from the RFO.

14/11 Appointment of Chairman

Cllr Alun Davies was elected as Chairman for the year 2011-12 and signed the Declaration of Acceptance of Office. Proposed by Cllr Banner; seconded by Cllr Jagger. Cllr Davies welcomed all members of the Council, in particular the newly elected members. He paid tribute to the huge contribution that Judith Jagger had made to the Parish Council over the previous 18 years – the last four as Chairman – and thanked Cllrs Diane Carr and Tom Gray for their contributions. He also welcomed new District Cllr Dudley to the meeting.

- 15/11 Apologies** – Apologies had been received from Cllr Astle whose reason for absence as noted in the attendance book was accepted by the Council. Apologies had also been received from County Cllr McDonald and District Cllr Deeming.

16/11 Election of Vice-Chairman

Cllr John Jagger was elected as Vice Chairman for the year 2011-12. Proposed by Cllr Banner, seconded by Cllr Hawkley.

17/11 Declarations of Interest

- The requirement to keep the Register of Interests was noted.
- No interests were declared by Parish Council Members. District Cllr Dudley advised that he would be unable to comment on planning matters.

18/11 Standing Orders

The Council resolved to adopt NALC's Model Standing Orders for Local Councils without amendment.

19/11 Code of Conduct



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The Council re-confirmed the adoption of the Code of Conduct which it had originally adopted in September 2007.

20/11 Scheme of Delegation and Members of Committees

1. The Council resolved to accept the Scheme of Delegation without amendment.
2. The Council agreed to finalise membership of the Council's Working Groups at its next meeting. Initial appointments were made as follows:

- a) Staffing – Cllrs Jagger and Davies + the EO
- b) Planning – Cllrs Whitehand and Hawkley.
- c) Finance – Cllrs Jagger, Davies, Hotham + the EO.
- d) Highways & Lighting – Cllr Jagger.
- e) Youth Council – Cllr Whitehand
- f) Environment (to include tree warden) – Cllrs Banner and Hawkley.
- g) Village Watch – Cllr Banner.
- h) Health & Safety – TBA
- i) Communications and Events– Cllr Astle +the EO. It was agreed to invite former Cllr Diane Carr to become a co-opted member of this group in view of her involvement with the Festival.
- j) CPRE – TBA
- k) School Governor – Cllr Whitehand

All members were asked to advise the EO of any groups they would particularly like to join ahead of the next meeting.

21/11 Financial Regulations

The Council agreed to refer its Financial Regulations to the Finance Group and to ask them to report back at a future meeting. The EO advised the Council of the quotation received from Zurich Insurance to renew its policy with them. The Council agreed to request a quotation from an alternative supplier before a final decision was made and the EO was asked to seek one from a recognised insurer.

22/11 Nominations to the Worcestershire CALC Area Meeting

It was agreed that attendance at CALC Area Meetings would be rotated among the Council. Cllr Hotham agreed to attend the next meeting on June 1st, accompanied by the EO.

23/11 Minutes of the Last Meeting held on 18th April 2011 were approved and were signed by the Chairman.



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No Parishioners attended the meeting.

24/11 District and County Councillors' Question & Answer Session

The Chairman welcomed newly elected District Cllr Stuart Dudley to the meeting. Cllr Dudley advised that District Cllr Deeming would be holding a meeting shortly with BDC's Planning Department to discuss the next steps on the Draft Core Strategy. Cllr Dudley advised that in view of the nature of his work he was unable to comment on planning matters, but was keen to help where he could in any other areas.

25/11 Infrastructure Planning & Conservation

The council received an updated report on applications received and decisions taken by the District Council's Planning Committee, a copy of which is appended to these minutes. Cllr Whitehand advised that there was nothing to report at present on the Draft Core Strategy and that the Council was awaiting the District Council's next move. The Parish Council had submitted its detailed response to the strategy and the EO was asked to arrange for a copy of this to be posted on the Council's website. Cllr Whitehand also expressed concern at the proposed backland development at 41 Sandhills Road and the Council agreed to recommend refusal of this planning application and to ask District Cllr Deeming to have the application called in to the Planning Committee.

Highways & Lighting

Cllr Jagger advised that he thought it was time to revisit the assessment of all of the highways and footways in the village which had last been carried out in 2007.

Environment

The Environment Group advised that the planters on Hewell Road would shortly be replanted. They also advised that Japanese knotweed continued to be a problem and the EO was asked to instruct Hosking Ground Maintenance to spray this again.

The EO was also asked to chase a quotation for replacement benches on Parker's Piece.

The Council noted the Parish Lengthsman's concerns regarding the poor maintenance last year of some of the hanging baskets supplied to businesses on Hewell Road. The Council agreed to supply baskets to all businesses this year but to stress that this service would be withdrawn if they were not maintained properly. A prize for the best maintained baskets would again be awarded at the end of the season.



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The Council noted that the travellers that had set up camp on Parker's Piece had moved on after 4 days. The EO was thanked for his prompt action in dealing with this and getting the legal process for eviction in motion so quickly.

The Council agreed to investigate alternative methods of restricting access to the field including a height restriction barrier. Cllr Hotham offered to investigate which properties on Bittell Road had a right of vehicular access to the field so that their agreement could be sought to any changes.

26/11 Community Safety

Village Watch – the Council agreed to invite the Chairman of Barnt Green Neighbourhood Watch to a future meeting to discuss matters of mutual interest.

Health & Safety – the EO advised that safety inspections on both the Park and Playing Field had been received and had been discussed with Cllr Davies. The reports were very positive with only minor actions required. It was agreed that the reports would be revisited once new members had been appointed to the Health & Safety working group.

Communications – it was agreed that the Newsletter, which had been delayed in view of the Parish Council elections, should be published as a matter of urgency and should highlight the Festival.

27/11 Governance

Finance - The RFO circulated an updated report, a copy of which is appended to these minutes. Payments were approved.

The Council received the report of the internal auditor and noted that the Council had been given a clean bill of health. The Annual Report could now be completed and forwarded to the external auditor appointed by the Audit Commission.

The council resolved not to pay basic allowances to all councillors for the year 2011-12, but agreed to make an allowance of £404 available for the chairman's use.

Following the changes to the membership of the Council, new cheque signatories were agreed as Cllrs Davies, Jagger and Banner.

Youth Council – Cllr Whitehand said she would urge the Youth Council to remotivate itself once the exam season was over.

School Governor – nothing to report.

WCALC/NALC – the Council noted that the next CALC Area Meeting had been scheduled for June 1st. Cllr Hotham and the EO would attend.

CPRE- Cllr Whitehand would attend the next CPRE meeting.

