

ALVECHURCH PARISH COUNCIL

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Clerk – Tammy Williams

MINUTES OF THE PARISH COUNCIL MEETING

HELD MONDAY 12th FEBRUARY 2018 AT 7.00PM

AT HOPWOOD COMMUNITY CENTRE, REDDITCH ROAD, HOPWOOD

17/133 Present: Councillors A Humphries (Chairman), M Ball, J Cypher, P Freeman, A Helmore, S Lambert, A Smith, A Wallis, A Willetts, N Wise & M Worrall

In attendance: Tammy Williams (Clerk), District Councillor K Van der Plank, Richard Peach (The Village), District Cllr K Taylor (arrived at 7.54pm), District/County Cllr C Hotham (arrived at 8.20pm) Ron Rand and 4 members of the public

17/134 Apologies for Absence

Councillor R Chima (accepted)

County Cllr C Hotham (offered and accepted but County Cllr Hotham did go on to join the meeting at 8.20pm)

17/135 Declarations of Interest

None

17/136 Reports from Alvechurch Ward, District & County Councillors

a. Report From District Councillor, Kate Van der Plank

i. Plastic-Free Alvechurch

Cllr Van der Plank advised that she had spoken with a few residents who wanted a plastic-free Alvechurch. Ideas for this project include:

- Promoting awareness of recycling
- Promoting awareness of what can be reused.
- Reducing or eliminating single-use plastic like drinking straws.

Cllr Van der Plank will invite Cheryl Welsh to a meeting as there is potential funding for such a project; Cllr Van der Plank will also aim to promote good practice through meetings such as at the school. It was noted that The Lounge had agreed not to hand out plastic straws unless specifically requested to do so and that Clayton Fern Butchers in Alvechurch no longer wrap their meat in plastic and instead have switched to paper.

ii. School Lane

District Cllr Kate Van der Plan has alerted County Cllr Hotham to water seepage issues at the top of School Lane which causes ice to form when the weather is cold.

iii. Alvechurch Station Car Park

District Cllr Van der Plank confirmed that Bromsgrove District Council's Legal Team has advised that there are no options on the legal front to enforce the requirement in the planning consent to resurface the car park.

b. Report From District Cllr Kit Taylor in Respect of Alvechurch South Ward

As Cllr Taylor arrived at the meeting at 7.54pm his appraisal to the Parish Council was provided later on in the meeting.

Cllr Taylor advised that there wasn't a great deal to report and that he has been covering the Alvechurch South Ward since District Cllr June Griffiths became unwell, initially to cover Planning but Cllr Taylor is now covering the Ward as well. District Cllr Taylor advised that District Cllr Griffiths is recovering well and is looking to come back to work in two months' time. A councillor asked Cllr Taylor if he was comfortable that District Cllr Griffiths will be coming back and District Cllr Taylor advised that District Cllr Griffiths does want to come back and that at the moment he is the Caretaker for the Ward.

Weights Lane

District Cllr Taylor advised that he was unimpressed with Worcestershire County Council's response to the impact of traffic management at the Weights Lane housing development. It was noted that Cllr Cypher had composed a letter that the Clerk had sent to Kevin Dicks, Bromsgrove District Council regarding the temporary traffic lights during the construction works and also regarding the fixed set of traffic lights at the junction with Dagnell End Lane. It was also noted by traffic consultants that these fixed traffic lights were working beyond capacity and that although they are listed in LTP4, there doesn't appear to be an action listed in the report to resolve the matter. Cllr Taylor advised that traffic lights come under Highways and as such should be directed to County Cllr Hotham because of member protocol.

A Parish Councillor mentioned to District Cllr Taylor that parishioners used to telephone District Cllr Griffiths and it was queried whether Bromsgrove District Council's website stated that parishioners should now contact District Cllr Taylor instead. Another Parish Councillor advised that unless it has changed recently, the website states that District Cllr Griffiths is unavailable due to unforeseen circumstances and it was suggested that perhaps a clearer statement on the circumstances could be added to the website. District Cllr Taylor will make sure that his contact details are on the website too.

17/137 To Approve the Minutes of the Previous Meeting Held on 08/01/18

The Minutes were **agreed** and signed by Cllr Humphries

17/138 Clerk's report including Matters Arising From Previous Meetings and Emergency Expenditure...

a. Update on the Change of Supplier for our Unmetered Street Lighting Contract

Confirmation has been received that the change of supplier to SSE went through in the middle of January 2018.

b. Update from the Parish Lengthsman about cleaning the bus shelters on Red Lion Street

The Parish Lengthsman has advised that he continues to have to clean out urine from the bus shelters and that this is an unpleasant job for him and his co-worker to have to undertake. The Lengthsman suggests that the Parish Council could look into whether a floodlight could be clipped to a nearby street light. As this matter has been previously discussed the Clerk reminded Councillors that our standing orders state:

- a) A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 9 below, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.
- b) When a motion moved pursuant to standing order 7(a) above has been disposed of, no similar motion may be moved within a further six months. (May 2018)

c. Update on the Footways Improvements at Willowbrook

The Clerk provided Councillors with an update from Cllr Worrall that Contractors would be undertaking the work to improve the footway between Willowbrook and Birmingham Road and that subject to weather conditions the Contractors hope to complete the improvements by Friday 16th February. The Clerk thanked Cllr Worrall and County Cllr Hotham for progressing this matter.

d. Update on Phase 2 & 3 of the Street Lighting Upgrade & to Note the Clerk's Response to Prysmian's Advice of a Supply Issue With Certain Street Light Replacement Bulbs

Prysmian has confirmed that they will carry out the upgrade of the street light on Snake Lane and in The Gaunts in early March. Cllr Humphries has contacted the homeowner on Snake Lane to arrange for the wall to be taken down nearer the time. A final Parish Council decision on Phase 3 of the Street Lighting Upgrade is pending further investigations into the costs for reinstating a street light on Ash Lane; Prysmian has been made aware that historically this was a concrete column and so next steps will be for Prysmian to go with Eon to confirm if there is an underground cable so that the street light can be reinstated. Prysmian has also advised that if progressed this will likely incur a road closure for Ash Lane as well.

Supply Issues

Prysmian has advised that there is a significant supply issue with a particular lightbulb that is used in a large number of our street lights. The Clerk and Cllr Humphries will meet with Prysmian shortly to discuss the best way forward and will report back to Council shortly.

e. Update on the Station Lifts

The Station Lifts were recently out-of-order for a week. Cllr Humphries & District Cllr Van der Plank raised this with West Midlands Trains who resolved the matter. Members of the public should call West Midlands Trains Customer Services Team to escalate issues in the future.

f. Update on Projects at the Wiggin Memorial Playing Fields, Including the Finlay Church Memorial Garden and Tendering for the New Play Equipment

Bromsgrove District Council has confirmed that planning permission will not be required when installing the new play equipment at the Wiggin Memorial Playing Fields. Also, the Clerk has received the first draft of the Tender document to be raised on our behalf. This will be reviewed and reported to Councillors in due course.

Andy De Comyn has installed the stepping stones and as a result the Clerk will now instruct Traditional Driveways to begin work around the paddling pool edges.

g. Update on the Recent Letter to District Cllr Kit Taylor Regarding the Representation of Alvechurch South Ward

The Clerk advised Councillors that she had spoken with Cllr Taylor last week and he had advised that he was intending to come to this Parish Council Meeting although he will be attending the District Council's Overview and Scrutiny Meeting at 6pm on the same evening and this may impact on his arrival time at the Parish Council Meeting.

Following the Clerk's Report there was a brief discussion regarding the lift at the Station. Cllr Humphries also advised Council that the Parish Council had written many times to invite District Cllr Taylor to attend our Parish Council Meetings as the Parish Council's main concern is to ensure that Alvechurch South residents are represented and that at the very minimum a written report should be supplied by District Councillors to the Clerk to report at meetings. Standing Orders were then suspended to allow the Parish Lengthsman to address Council regarding the state of the bus shelter by The Red Lion and following the Clerk's advice regarding the rules for reconsidering a previously made decision, a number of Councillors stated that they would put a request to the Proper Officer for the reconsideration of installing lighting in to the bus shelter.

Standing Orders were then resumed.

17/139 Finance & Administration

a. To receive a list of invoices for payment and consider any exceptional items

Councillors were provided with a list of invoices for payment and these were **agreed** and approved. Cllr Humphries signed the Cheque List

b. To consider the Finance & Resource Committee's Recommendation for the Precept for the 2018/19 Financial Year

The Finance & Resources Committee met on 22nd January 2018 and reviewed the Precept requirements for the 2018/19 Financial Year. The Committee proposed a 2% increase on last year's Precept to £112,453.98. A Councillor queried if it was necessary to increase the

Precept this year and it was noted that the Finance & Resources Committee had discussed this extensively and the Committee was mindful of the continued need to upgrade our street lighting stock at a cost of between £5,000 and £10,000 each year and that the Parish Council is continuing to improve its recreational facilities. It was **agreed unanimously** to increase the Precept by 2% to £112,453.98. The Responsible Financial Officer and the Chairman signed the Precept Demand Form.

ACTION POINT: The Responsible Financial Officer to submit the Precept demand form to Bromsgrove District Council.

c. **To consider the Upgrade of Column 5, Latimer Road as Part of the Phase 2 Upgrade**

The Clerk appraised the Parish Council that there does not appear to be any legal arrangements in place to enter the garden where this light is sited to service our street light which is situated there. As the homeowner has requested that there is minimal impact on the garden, the Clerk advised that it would be necessary to pay for Western Power to disconnect the cable further up the garden which would incur additional cost. The Clerk provided the Council with two possible locations for this street light: the other side of the fence where the light is currently sited but on the footway at a cost of £2,595.85 or the other side of the road on the grass verge at a cost of £1775.00. The Clerk advised Councillors that this light currently provides illumination to the footway which is well used by pedestrians in particular coming to and from the station and that there is little alternative street lighting in this area. Therefore, even though siting the street light on the footway is more expensive, the primary purpose of the Parish Council's street lighting stock is to illuminate footways and therefore it was recommended that the street light be re-sited on the other side of the fence from where it is already, on to the footway on Latimer Road. Councillors **agreed unanimously**. A councillor queried whether all our street lighting stock was necessary and it was proposed that Cllrs Humphries, Ball and Smith carry out a review of the street lighting stock to make a recommendation to Council.

ACTION POINT: The Assistant Clerk to provide Cllrs Smith, Ball and Humphries with a map of our street lighting stock to review in due course.

ACTION POINT: The Clerk to raise an instruction for Western Power and Prysmian to upgrade street light number 5 on Latimer Road and to update the homeowner accordingly.

d. **To Note Progress on General Data Protection Regulation Requirements**

The Clerk advised Councillors that she had recently attended a webinar on the updated General Data Protection Regulation Requirements and that Cllrs Cypher and Humphries had attended a CALC meeting where this was raised. Currently the SLCC and NALC are working on guidance for Parish Councils. However, it is understood that the Clerk can access a Toolkit and guidance on ICO's website for carrying out a data map.

17/140 To Consider Promoting a Cleaner Alvechurch Campaign in Association With Local Organisations

a. **To consider installing one new dog bin in Alvechurch in the 2017/18 Financial Year and Another in the 2018/19 Financial Year and if Agreed, the bins' locations, Following Residents' Requests for More Dog Bins in Alvechurch**

At 8.20pm Cllr Hotham arrived.

It was noted that following a post on the Alvechurch Village Society's Facebook page regarding a resident's collection of discarded dog poo bags in the vicinity of Lodge Farm Lane, Alvechurch, the Parish Council had received a number of requests for additional dog poo bins in the village. A Councillor queried whether this matter was in fact up to the District and whether these additional costs would lead to an increase in Precept? The Clerk replied that we had asked the District Council for an additional bin at the top of Callow Hill Road and the District Council had responded that they did not feel that there was currently a requirement for a new bin there. The Parish Council does have a Power to provide dog bins which we currently do on our Parish Council owned sites (the Wiggin Playing Fields, Rowney Green Playing Fields and Hopwood Playing Fields). We do now pay for the bins to be emptied on the towpath even though that land belongs to the Canal & Rivers Trust as these

bins were installed in partnership with the C&RT in response to parishioners' requests. As the matter had been raised again with the Parish Council we have a duty to our Parishioners to consider their requests. Cllr Kit Taylor commented that there is nothing more disgusting than to stand in it or to see a dog poo bag hanging in a tree. Cllr Taylor stated that this was something that he could raise with the District Council on our behalf to recommend the installation of a dog poo bin at the end of Lodge Farm Lane.

ACTION POINT: The Clerk to email the photographs received from the resident who had carried out the clear up of discarded dog poo bags in vicinity of Lodge Farm Lane. It was **agreed** that the matter of considering installing another bin in Alvechurch in the 2018/19 financial year would be deferred pending the outcome of this.

b. To Consider the Parish Council's Response to Fly-tipping, fly-posting and Litter Around Alvechurch

A councillor raised that he was seeking the removal of posters around the village as it makes the village look scruffy and it was queried whether there were better places for posters than on the fence bordering The Red Lion and the entrance to Tanyard Lane Car Park. It was suggested that perhaps the Parish Council could supply a noticeboard and charge a nominal fee for posting on it. Standing Orders were suspended to enable the Parish Lengthsman to comment on the debate and he noted that he does already remove fly-posters from street furniture however, it was the Parish Lengthsman's belief that the fence bordering the Red Lion garden and the entrance to Tanyard Lane Car Park does belong to the Red Lion and as such the Lengthsman cannot remove posters from there because it is commercially owned.

ACTION POINT: The Clerk to write to The Red Lion to ask for permission for the Lengthsman to remove fly-posters from their fence.

Standing Orders were resumed.

A Councillor also suggested that there is a campaign in The Village magazine to encourage readers not to fly-post around the village.

District Councillor Van der Plank noted that the matter of Estate Agents' fly-posting their estate agent boards in the Parish had arisen again since Kevin Dicks had written to such businesses.

District Cllr Taylor advised Council that fly-posting is a Planning matter and if there's a telephone number on the poster then this can be raised with the Enforcement team. It was also noted however, that if the posters are removed by anyone other than the original owner then one is supposed to retain them as the original owner is legally allowed to ask for the poster back again.

Standing Orders were briefly suspended for District Cllr and a member of public to discuss another possible Enforcement matter in the village.

Standing Orders were resumed.

17/141 To consider that the Parish Council will Focus its Emergency Plan on Designating Emergency Shelters in the Parish & Creating Social Media Based Communication Methods to Inform Residents of Emergency Situations

Following the January Parish Council Meeting where Councillors **agreed** to complete a questionnaire for Cllr Cypher indicating their views on the focus for the Parish Council's Emergency Plan, Cllr Cypher advised that the majority view was that the Parish Council should have a "slimmed Down" version which focuses on designating emergency shelters in each of the settlements and also on setting up effective communication methods using social media. Councillors **agreed** that this should be the focus of the Parish Council's Emergency Plan and that Cllrs Cypher and Lambert would work on this with the Clerk to get a plan in place.

A Councillor queried whether we needed to look at Homelessness and it was stated that this was an important issue but would not form part of this particular plan.

17/142 To Consider Highways Issues Around the Parish to Include:

a. To Consider the Proposed Prohibition of Waiting At Any Time Order on Station Road and Around its Junction With Latimer Road

As Members of the Public had attended the meeting specifically for this item, 17/140a was actually discussed earlier in the meeting.

The Parish Council had received a copy of the proposed Prohibition of Waiting at any Time Order and this had been posted to houses in the vicinity of where the double yellow lines would be installed. Cllr Humphries noted that complaints had been made to Worcestershire County Council about cars parked dangerously close or on the junction between Station Road and Latimer Road. A councillor queried whether this issue required better traffic enforcement by the District Council.

Standing Orders were suspended to allow residents who had come to the meeting to share their views with Council.

At 7.54pm Cllr Taylor arrived at the meeting.

A member of the public advised that he lived on Station Road and he was concerned that if the double yellow lines were installed at this junction it would push the parking problem further round the village and also down Station Road, near the bend in the road. It was raised about how many houses had received a copy of this Prohibition Order and it was noted by a Parish Councillor that 30 houses had received copies prior to this meeting. Another resident confirmed support for the proposal as the resident advised that they have to leave their driveway "blind every morning" due to parked cars obscuring the line of sight up and down the road.

The Clerk also provided Councillors with lengthy comments received from two residents that had been sent to the Parish Council about the proposal. In summary, one resident stated that they were aware of the impact of commuters parking in areas around the station and further away such as in Dellow Grove and George Road and that this resident felt that if the Prohibition Order should be put in place that there should also be residents' only parking in place as well. The other resident had made similar comments but they had suggested that the residents' only parking would only be necessary on weekdays between 8am and 5pm as there wasn't a problem at the weekend and that residents should also have a permit for visitors i.e carers or health visitors.

Councillors also discussed the impact of the Station Car Park on parking in the area and it was noted that as part of a larger debate a Station Travel Plan could be considered in due course that could also take into account possible residents' parking.

It was recommended that the Parish Council offer to meet with Highways Representatives and County Cllr Hotham to advise that the Parish Council in general supports the proposed Prohibition of Waiting At Any Time Order on Station Road and Around its Junction with Latimer Road but that this should also be undertaken in conjunction with a careful look at the consequences of having double yellow lines here on parked cars around area and to also have a Station Travel Plan.

At this point in the meeting, Cllr Humphries welcomed District Cllr Kit Taylor who had arrived at the meeting.

- b. To Note the Latest Safer Roads Partnership Community Concern Monitoring Report for the A441 in Hopwood and to Consider a Specific Focus on This Issue at the March Parish Council With Invitations to Appropriate Organisations

It was noted that a Safer Roads Partnership Report for the A441 has been produced. This is based on the results from the third series of speed monitoring which states that the average speed on the A441 is 47mph. It was felt that it would be beneficial to invite the Safer Roads Partnership and other key stakeholders to either the March or Annual Parish Meeting, once the investigation into the accident has been completed to enable the police to attend.

- c. To Note the Response From Kevin Dicks, BDC, to Review Traffic Management Issues Associated With the Weights Lane, Redditch Housing Development

It was noted that we had received responses from Ruth Bamford of Bromsgrove District Council and Worcestershire County Council (WCC) in respect of our letter and that a meeting with Cllrs Humphries and Cypher had been arranged for 10am on 26th February with Ruth Bamford and Sally Everest, WCC.

17/143 Committees/Sub Committees/Working Parties

a. Reports from Committees and Minutes Circulated Since the Last Meeting

i. To Receive an Update From the Finance & Resources Committee Meeting Held on 22nd January 2018

It was noted that the Clerk had provided Committee Members with NALC's The Good Councillors's Guide to Finance and Transparency and this prompted a discussion about the Parish Council's Reserves. Other matters discussed included transferring the Allotments Association's bank account to the Parish Council, pitch maintenance for the Wiggin Memorial Football pitches and also the Precept. Further details can be found on the Minutes for this Committee Meeting on the Parish Council's website.

ii. To Receive an Update on the Planning Meeting Held on 5th February 2018

Six planning applications were discussed including a proposed housing development site in Hopwood which was unanimously rejected as the site is in the Green Belt. Thanks were expressed to Cllrs Cypher and Smith and the Assistant Clerk for their enquiries regarding the 5-year land supply. Further details about this Meeting can be found on the Minutes for this Committee Meeting on the Parish Council website.

iii. To Consider the Planning Committee's Response to Redditch Borough Council & Bromsgrove District Council's Draft High Quality Design (SPD) Documents

A response is in the process of being drafted.

iv. To Receive an Update From the Neighbourhood Plan Steering Group on the Draft Plan's Conformity Requirements

It was noted that all of the Neighbourhood Plan documents have been submitted to Bromsgrove District Council for a conformity check with the District Plan. Once this process has been completed the next steps will be to pass it on to the Executive Cabinet at Bromsgrove District Council. Cllr Smith has asked Bromsgrove District Council for written confirmation of timescales for completion of their work as the next steps for the Parish Council will be to undertake another consultation with the Community.

v. To Note Meetings With Key Neighbourhood Plan Stakeholders Including, West Midlands Rail, Prospective Developers and the Local Clinical Commissioning Group

The Chairman informed Councillors that the Clerk was aware that a number of meetings had been arranged with local stakeholders and the Clerk had informed the Chairman that Council should be informed about meetings taking place, Council should agree to them taking place and who will attend them and also receive an update on the meetings at the next Council Meeting.

As such, Cllrs Humphries and Worrall had recently met with two senior representatives from West Midlands Trains (WMT) and matters discussed included: the station lift which was recently out of order for a number of days and it was suggested to WMT that a sign should be put up by the lifts with a telephone number to contact WMT in the event that they are out of order; the ticket machine which WMT advise they are fully aware is often out of order as well and improvements are scheduled for this. Cllrs Worrall and Humphries advised that they were encouraged by the discussions about resurfacing and draining the car park and WMT is looking into what funds can be allocated for this from their £60m pot for station improvements. It was queried whether there were any notes from the meeting and Cllrs Humphries and Worrall will complete this action.

Prospective Developers

It is expected that prospective developers will attend Neighbourhood Plan Steering Group Meetings. The Clerk requested that the office is informed when these meetings take place and the Assistant Clerk will attend to minute meetings with Developers.

Local Clinical Commissioning Group

This was mentioned later on in the meeting.

It was also noted that the CCG had requested a meeting in March 2018. District Cllr Van der Plank and Cllrs Cypher and Humphries will be attending this meeting which will be centred around the Neighbourhood Plan's Health Policy and whether the Medical Centre is planning for any changes to patient numbers once the District Council has completed its Green Belt Review in 2023.

vi. **To Consider the Hopwood Play Equipment Working Group's Proposal to Raise Funds From Businesses & Residents to Purchase New Play Equipment at Hopwood Playing Fields via Crowdfunding**

Council was advised that the Working Group has non-council members who are Hopwood residents; the residents would like to survey other residents and also families who attend football training and matches to ascertain what kind of equipment they would like to see at Hopwood Playing Fields.

With regards to funding, in addition to the £5000 that the Parish Council has put forward for new equipment, it was proposed that crowdfunding could be used to raise additional funding from Hopwood-based businesses and residents. The Clerk checked the legalities of raising funds in this way with Worcestershire CALC and CALC has advised that Parish Council's can raise funds via crowdfunding. The Parish Council **agreed unanimously** that the Hopwood Play Equipment Working Group can proceed with raising funds via crowdfunding. It was also noted that the Working Group would look for other external funding opportunities to pay for new equipment and a company called Playdale would provide a consultancy service for us in the first instance.

b. To Receive Updates From Outside Bodies

i. **To Receive a CALC Update**

There was a CALC meeting in January and the main agenda item for this was a visit from the Police & Crime Commission. Cllr Cypher sent questions in advance of the meeting but unfortunately the Police and Crime Commissioner was unable to attend on the night and instead sent a written communication to the meeting. It was noted that Cllr Cypher updated other Parish Councils in attendance of the work that Alvechurch Parish Council is undertaking to its Emergency Plan. The other main issue discussed at the CALC meeting was the General Data Protection Regulation (GDPR) changes and the advice given at that meeting was that case law would determine how the policy develops. However, it was noted that the Clerk to the Parish Council will need to complete a data audit but that overall Parish Councils should not be too concerned as long as preparatory work begins. It was also mentioned that current opinion is that it would be inappropriate for Clerks to also carry out the Data Protection Officer role (DPO) and that it is likely that an audit by an external DPO once a year will be necessary at an expected cost of £300.

ACTION POINT: CALC Minutes to be circulated to all Councillors

17/144 To Consider Residents' Complaints and Queries as Received

a. **A Residents' Concerns Regarding the Boundary Fencing & Trees Around George Road Park**

A resident contacted the Parish Council as he had received a letter stating that the dilapidated fencing was to be removed and the trees cut back around the park. The resident had concerns that this would enable footballs to hit his property and dogs to get on to his land. The Clerk raised the resident's concerns with BDC and was advised that the residents around the park had all received a letter about the work, that the cutting back would make it thicker and that any incidents arising should be logged with them. The Clerk provided the resident with a telephone number to log any issues with BDC.

Standing Orders were suspended to allow District Cllr Van der Plank to update the Parish Council that she continues to receive weekly updates regarding the outstanding work to be carried out at George Road Park which has been impeded by bad weather. Standing Orders were resumed.

b. **Residents' Concerns Regarding Parked Vehicles in Front of 14 The Square, Alvechurch**

The Clerk reminded Councillors that last year the Parish Council received three queries from residents regarding the parked vehicles in front of 14 The Square and at that time it was the Office staff's historical belief that the land in front of property belonged to the properties themselves. A resident sent the Clerk a copy of Land Registry documents which indicate that the land directly in front of 14 The Square and also in front of the front garden to 12 The Square and then along to Swan Street in fact belongs to Highways. The double-yellow lines on the road at the junction of The Square and Swan Street will extend from the centre of the

Highway to the edge of the Highway, i.e the edge of the properties and as such vehicles shouldn't be parked on the tarmacked area. As the dropped kerb is for the benefit of pedestrians, not vehicles, concerns were also expressed that any vehicle using this dropped kerb could compromise pedestrian safety.

Standing Orders were suspended to receive an update from District Cllr Van der Plank who advised that the resident has raised the matter of parked vehicles in front of 14 The Square with them. County Cllr Hotham advised that there is now a sign in 14 The Square shop window asking patrons not to park in front of the shop.

A Councillor expressed concerns about the safety of pedestrians and it was also queried who is responsible for enforcing the double yellow lines which Councillors were advised would be Bromsgrove District Council's Enforcement Officer. A Councillor asked if County Councillor Hotham could discuss this further with Highways and County Cllr Hotham advised that it may be possible to reinstate bollards should around the edge of the tarmacked area in front of 12 and 14 The Square if they were in situ before.

ACTION POINT: County Cllr Hotham to progress this matter with the County Highways department.

c. To Note the Theft of Manhole Covers on the Redditch Road Between Roberts Corner, Alvechurch & Hopwood

The Clerk advised that a Hopwood resident had raised this issue on Facebook and followed it up with an email to the Parish Council. The Clerk thanked Cllr Humphries for contacting Worcestershire County Council Highways department on a Sunday when the office was shut so that temporary manhole covers could be installed to mitigate the risk to residents' safety.

d. Enquiries Received Regarding the Parish Council's Plans for the Christmas Light Switch On in 2018

The Clerk advised that she has received a enquiries from a community group via Cllr Wise and also the Baptist Church regarding our arrangements for the Christmas Light Switch On in 2018. The Clerk proposed and it was agreed that the Christmas Lights Committee should meet in the near future to review the 2017 Christmas Light Switch On and also to consider initial arrangements for the 2018 Christmas Light Switch On so that formal arrangements can be made later on in the year and the Clerk can notify local businesses and organisations accordingly.

ACTION POINT: The Assistant Clerk to arrange a Christmas Lights Committee Meeting

e. Resident's Request For Worcestershire County Council To Publish Road Closures Via Twitter Or Facebook

Following a recent emergency road closure, a resident enquired whether WCC Highways could better inform residents using Twitter and Facebook.

ACTION POINT: The Assistant Clerk to suggest this to Worcestershire County Council's Highways department

17/145 Around the Parish - to Consider Developments and Issues Raised by Councillors Present as They Relate to Hopwood, Rowney Green, Bordesley and Alvechurch

a. Bordesley

None raised.

b. Hopwood

Standing Orders were suspended and County Cllr Hotham advised that Bittell Farm Road had been resurfaced where cracks were in the road. Worcestershire County Council is confident that the road is no longer moving but if cracks appear again then that will indicate otherwise.

c. Alvechurch

Cllr Worrall advised that he had recently had a meeting with a representative each from Network Rail and North Worcestershire Water Management, the Clerk was in attendance. It was noted that following that meeting it seems that there is a possible way forward with drainage issues in Brandon Road but this requires further investigation.

A councillor noted that County Highways had replaced the railings along Swan Street near Barber Daves and a resident had sent their thanks for this.

d. Rowney Green

A Councillor raised concerns about the slimy surface at the Tennis Courts and also when the basketball hoop would be replaced at Rowney Green Playing Fields. The Clerk advised that the basketball hoop was budgeted to be replaced in the 2018/19 financial year.

A Councillor then raised concerns about panes of glass in Grade 2 listed buildings in The Square being replaced with sheets of plastic rather than glass. It was advised that this was a matter for the BDC Conservation Officer.

17/146 Date and time of next meeting: The next Parish Council Meeting will be held on Monday 12th March 2018 at 7pm at Hopwood Community Centre, Redditch Road, Hopwood.

This meeting ended at 9.40pm

Signed..... Date.....
Chairman, Alvechurch Parish Council

DRAFT