

ALVECHURCH PARISH COUNCIL

Ground Floor, 1A George Road, Alvechurch, B48 7PB

Tel: 0121 447 8016 e-mail: clerk@alvechurch.gov.uk

Council Members:	<i>Alvechurch ward:</i>	<i>P Freeman, S Hornsby, A Humphries, S Lambert, T Wallis, M Worrall, N Wise</i>
	<i>Hopwood ward:</i>	<i>S Lewis, A Willetts</i>
	<i>Rowney Green & Bordesley ward:</i>	<i>S Baxter, J Cypher, T Wallis</i>

MINUTES OF THE PARISH COUNCIL MEETING

HELD MONDAY 14th OCTOBER 2019 AT 7PM

AT HOPWOOD COMMUNITY CENTRE REDDITCH ROAD HOPWOOD

19/093 Present: Councillors M Worrall (Chairman), J Cypher, P Freeman, A Helmore, S Hornsby, A Humphries (vice-Chairman), S Lambert, S Lewis, T Wallis, A Willetts & N Wise

In attendance: District Cllr K Van der Plank
17 members of the public
Richard Peach (The Village)
Clerk - Tammy Williams

19/094 Apologies for Absence:

Received from Cllr S Baxter and reasons for absence are recorded in the attendance register.

19/095 Declarations of Interest:

None noted

19/096 Consideration of Dispensations

No Dispensation requests were received prior to the meeting.

Localism Act 2011, s33(e)

Standing orders were suspended to receive an update from Richard Hall, External Affairs Officer for the Post Office Ltd followed by a Q&A session with Councillors and members of the public (Appendix 1)

19/097 Reports from Bromsgrove District Council (BDC) councillors and Worcestershire County Council (WCC) Councillor

.1 Kate Van der Plank, district member for Alvechurch Village ward commented:

a) Highways –

Flooding following heavy rain; possibly due to blocked drains and roadside weeds. Members of the public are encouraged to lobby the County Council.

A new gully drain is to be installed at the end of School Lane where it meets Bear Hill.

Street furniture in the village is looking untidy.

Complaints about the impact of on-street parking on roads near the school; may paint double yellow lines on the grass verge side of the Birmingham Road service road to enable residents to safely exit their drives.

- b) Cleaner, Greener Alvechurch - Two working groups established, one looking at refurbishing green spaces
- c) Fly-tipping – Will be the first item discussed at BDC on 20th November.
- d) Planning issues – The Independent Group feel the Call for Sites as part of the Green Belt Review is premature as housing numbers for the District hasn't been agreed yet.
- e) Independent Group – Now the biggest opposition group at BDC as Mike Thompson has switched from Labour to the Independents. The Independents are now known as the Bromsgrove Alliance.

Following comments made by Councillors, District Cllr K Van der Plank confirmed that the litter picker at The Wiggin Memorial Playing Fields had been a success and will be rolled out across the Parish.

Flooding – the Clerk to put District Cllr K Van der Plank in contact with Joe Baker, North Worcestershire Water Management

.2 Charlie Hotham, district member for Hopwood and Barnt Green ward and County Councillor sent apologies

.3 Annette English, district member for Alvechurch South sent apologies

Standing Orders were resumed.

19/098 Approval of the Minutes of the previous meeting held 09/09/2019

The Chairman amended the list of members present at the top of the Minutes and signed the amendment. **IT WAS RESOLVED** to approve the minutes of the meeting held 12/08/2019 which were then signed by the Chairman as a true and accurate record.

19/099 Clerk's report

The Clerk provided the following updates:

a) Remembrance Service 11/11/19

The road closure notice has been submitted to BDC & the wreath has been ordered from Wythall British Legion

b) Boardwalk maintenance – Wiggin Memorial Playing Fields

The tree surgeon has repaired the bridge on the boardwalk and the probation service has reapplied chicken wire to the boardwalk in the same area.

c) Damaged footway light on Withybed Lane, Alvechurch

The Clerk will update the Parish Council at the meeting

d) Update on TalkTalk telephone & broadband contract

The telephone and broadband transfer has now been completed. On 9th October the router appears to have stopped working meaning that there was no broadband provision at the office

e) Outstanding Items: the to-do list includes Street Lighting Tender, Horse safety signs in Rowney Green, office pay-as-you-go mobile phone, Local Council Award Scheme action plan.

19/100 Finance & Administration

a) List of Invoices for Payment and consideration of exceptional items

The payments list was presented to the meeting, appended at page 89.

Local Government Act 1972, s111

b) **To consider an Update Regarding the Parish Council's Domain Name Registration & Payment And The Emergency Arrangements Taken**

The Clerk advised that the Authorised Registrar had cashed the Parish Council's payment for the domain name in 2017 but hadn't registered the payment with the Government's Digital Service. The Clerk has been unable to make contact with the Authorised Registrar, WaveRider and to prevent the domain name being deleted with immediate effect the Clerk had had to make a back dated payment to pay for our domain name since 2017 to an alternative Authorised Registrar: BWP Creative Limited Parish Council Websites at £78. Council agreed that it was not economically viable to pursue the lost payment to WaveRider in 2017 of £102.00.

c) **To Consider The Parish Council's Approach to Future Projects to Include Prioritisation, Finance, Delivery/Resource and Community Consultation**

It was agreed that the Parish Council would consult with parishioners to publicise what the Parish Council does and to seek guidance from local people on what future projects they would want the Parish Council to undertake. It was agreed that this would be an agenda item in January 2020 and that it would form part of the Annual Parish Council meeting.

At 20:29 District Cllr Van der Plank left the meeting.

i) **To Consider the Next Steps to Promoting the Full Use of The Facilities at Rowney Green Playing Fields in the Short & the Long-Term**

It was noted that this would be channelled through the Youth, Sport & Recreation Committee in the new year.

d) **To Consider the Signage for the Wiggin Memorial Playing Fields and Quotes Received**

It was agreed that the Clerk in consultation with Cllrs Wise and Humphries would meet to discuss the location and finalise the details for the signage at the Wiggin together with dog tether posts. The budget for all signage would be £1200 + vat. This should be rolled out at Hopwood Playing Fields as well.

At 20:38 The Village representative left the meeting.

e) **To Consider the Tree Surgery in Respect of the Avenue of Horse Chestnuts at the Wiggin Memorial Playing Fields**

The arboricultural report received in 2018 advises that the Parish Council should undertake a phased approach to cutting down the horse chestnuts. There is no advice which trees should be prioritised next and the arboriculturist would charge £750 + vat to provide additional advice. It was agreed that the Clerk would contact the Tree Officer at BDC for further assistance.

f) **To Consider Estimates Received to Undertake Maintenance Work**

Council **agreed** that the Clerk could undertake the following maintenance tasks:

- To paint bus shelter adjacent to Indian restaurant.
For the sum of £140.00
- To paint exercise frame (Wiggin Memorial Playing Field)
For the sum of £145.00
- To fit a new bin between 2 bench seats (Wiggin Memorial Playing Field)
For the sum of £40.00
- To relocate bin by snake (isn't fixed down so gets relocated to the stream on occasion!)
For the sum of £40.00
- To remove metal fence from bridge. (Wiggin Memorial Playing Field)
For the sum of £10.00
- To paint all benches throughout the Wiggin playing fields.
For the sum of £45.00 per bench

- Rowney Green – make steps secure to tennis courts (there's one loose step up to tennis courts).

For the sum of £56.00

- g) **To Consider the planting scheme for the Village Green**
Council **agreed** to delegate a budget of £280 + vat to the Clerk to purchase the plants for the Village Green planting scheme.
- h) **To Consider Waste Collection Arrangements**
This item was deferred.
- i) **To Consider Quotes Received for the Christmas Tree**
Council **agreed** to purchase a 25ft Christmas Tree from Singletons Nurseries at £450 + vat to include installation and removal.
- j) **To Note and Consider a Parishioner's Offer to Make an Office Noticeboard**
A member of the public has kindly offered to make a noticeboard to be installed on the verge in front of the office. Prior consent has been received from the Highways authority. The noticeboard has been made mostly with donated materials and purchased materials currently cost around £60.00 with some materials still to be purchased. The noticeboard will measure 3ft x 6ft. Council agreed that the final arrangements should be made in conjunction with the Clerk and thanks were expressed by the Council.

19/101 To Consider the Update on Alvechurch Post Office

It was **agreed** that the Council would write to the Post Office to formally register its disappointment about the lack of post office services in the village for parishioners once the current premises are closed on 28th October. The letter will be posted on Facebook to update parishioners and a copy sent to our MP, Sajid Javid as well.

19/102 Committees / Sub Committees / Working Parties

A. Reports from Committees; minutes have been circulated.

- i. **Planning - Cllr M Worrall updated:**
 - 8 applications reviewed
 - The Committee used holding objections to ask for clarity on applications for the first time.
 - It was noted that no response had been received from Ruth Bamford or District Cllr A Kent regarding the letter sent to them on 31st July 2019.
- ii. **Branden Road – Cllr M Worrall updated:**
 - This is ongoing and residents are concerned about how slow the Canal & River Trust's response is.
- iii. **To receive a general update from the Community Action Group**
iii.1 **To Consider community Action Group 8's Response to BDC's Green Belt Review Consultation**
Community Action Group 8 met on 8th October to consider a response to BDC's Local Plan consultation. It was **agreed** that the response would be circulated around Council by email with comments to Cllr Humphries by 18th October for the Clerk to submit to BDC by the 11th November deadline.
It was also noted that the Parish Council should invite a interview with the Village Magazine on its response.
- iv. **To Receive an Update From the Christmas Arrangements Committee**
Cllrs Worrall, Lambert and Baxter met to agree the judging criteria for the Best Decorated House competition.

- v. To Receive an Update from the Youth, Sport & Recreation Committee Meeting Held on 23rd September 2019

It was noted that the Committee discussed the proposed signage for the Wiggin Memorial Playing Fields, met with the footballers and discussed CCTV requirements with PC S Albutt who attended the Committee meeting.

- vi. To Receive an Update on the Meeting Held Between the Parish Council, Rowney Green Village Hall Trustees and Representatives from the Football Club

A meeting had taken place between these three groups regarding the parking required in order for football to be played on our Playing Fields. Following the meeting the football club advised that in spite of the options discussed there would be insufficient car parking in Rowney Green in order for them to play football there this season.

Cllr Worrall advised Council that he had now devised four schemes and that this should be channelled through the YSR Committee next year.

- vii. To Consider the Membership of the youth, Sport & Recreation Committee

This item was deferred due to time.

B. External Bodies

- a. Community Transport Seminar

Cllrs Worrall and Humphries attended this seminar run by West Midlands Trains and reported that this was largely focussed on disability and access requirements at stations.

19/103 Residents' correspondence

This item was deferred due to time.

19/104 Around the Parish – councillors to raise issues for future consideration

This item was deferred due to time.

19/105 Resolution to exclude members of the public and the press.

RESOLVED to exclude members of the public and the press to discuss matters relating to a contractual legal position and to staff.

Public Bodies (Admission to Meetings) Act 1960, s1(2)

19/106 To Consider the Arrangements for Caretaker Duties

The Clerk advised that a temporary caretaker had been instructed to cover the caretaker duties. Council requested confirmation of public liability insurance cover.

This meeting ended at 10.16pm.

The next APC meeting will be held on Monday 11th November 2019 at 7pm, at Hopwood Community Centre.

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Chairman – Alvechurch Parish Council

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Date

Minute no. 19/100a Payments list:

Alvechurch Parish Council						
PAYMENTS LIST for month to 14/10/2019						
Voucher	Minute	Cheque No	Description	Net	VAT	Total
268		DD	Photocopier	25.40	5.08	30.48
272 - 273		5229	Water Rates	34.20	4.40	38.60
274 300		5230 5240	Electricity	117.98	5.89	123.87
275-276		5228	Telephone & Broadband	40.36	3.28	43.64
278		5231	Street Lighting electricity	451.10	84.15	535.25
281-284		5232	Dog Bin Emptying General Bin Emptying	250.00 225.00	-	475.00
288 - 290		5233	Lenghsman	765.00	-	765.00
291		5234	Temporary Caretaker Cover	150.00	-	150.00
292		5235	Japanese Knotweed Treatment	264.00	52.80	316.80
293		5236	Publicity & Newsletter	150.00	30.00	180.00
294-296		5237	Grass Cutting & Field Preparation	703.38	140.68	844.06
297		DD	Computer software	28.20	5.64	33.84
298		5238	Plumbing work	1220.00	244.00	1464.00
299		5239	Website domain name	148.00	-	148.00
301 316		5241 5244	Staff expenses	52.54	-	52.54
302-306 308-311		SO 5241 DD	Staff salaries & 2 months of pension payments	4615.17	-	4615.17
307		5242	Computer backup	234.00	46.80	280.80
311 – 315		5243	Inland Revenue Return	1840.32	-	1840.32
318-320		SO	Business Rates	470.00	-	470.00
Total				£11,784.15	£622.72	£12,406.87