



Meeting of **Clent Parish Council** held at **7:00pm on Monday 15<sup>th</sup> May 2023**  
at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT

## **Minutes**

**Present:** Nick Sugden (Chairman up to 5477(b)), Cllr Andrew Sherrey (Chairman from 5477(b) onwards), Cllr Margaret Sherrey, Cllr David Mudie, Cllr Peter Bates.

**In attendance:** Nick Farress (Clerk), 2 members of the public.

### **5476 Apologies for absence**

Cllr Ed Sheppard, Cllr Drew Beaumont.

### **5477 Election of Chairman and Vice Chairman for 2023/24**

(a) It was **RESOLVED** to elect Cllr Ed Sheppard as Chairman for 2023/24

(b) It was **RESOLVED** to elect Cllr Andrew Sherrey as Vice Chairman for 2023/24

### **5478 Declarations of interest**

There were no new declarations of interest relating directly to items on the agenda but the Clerk reminded Councillors that they must submit a new Register of Interests form and submit this direct to Bromsgrove DC within 28 days.

### **5479 Dispensations**

There were none.

### **Open session**

*The meeting was adjourned for the open session and the following reports/updates were noted.*

### **Public comments/questions:**

The following issues were raised by the public:

- Progress with new VAS sign on Belbroughton Road. The Clerk would chase this with WCC.
- Lamp number 2 on Bromsgrove Road is still unlit despite numerous reports. The Clerk would follow this up with WCC.

### **County and District Councillor Updates**

There were no county or district councillors present.

### **5480 Minutes**

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 17<sup>th</sup> April 2023 be agreed as a true record of the proceedings and signed by the Chairman.

## 5481 Correspondence

The following correspondence was considered:

(a) Bromsgrove CALC asked for a councillor to be nominated as the PC representative at area meetings. The PC nominated the Chairman to attend.

(b) A resident of Holy Cross asked whether they could have a memorial bench or tree on Holy Cross Green. Cllr Bates will contact and liaise with the resident to discuss their wishes.

## 5482 Policies and Procedures

It was **RESOLVED** to approve the following documents for the 2023/24 council year:

(a) Financial Regulations

(b) Standing Orders

(c) Asset Register subject to the following amendments:

(i) Value of trampoline to be removed from play equipment total.

(ii) Remove bench on Western Road which is now in Hagley parish.

(iii) Remove the Apple Mac machine that is now outdated and not used.

(iv) Add the triangle of land at Holy Cross Green which is PC land.

## 5483 Internal Auditor's Report 2022/23

It was **RESOLVED** accept the Internal Auditor's report on the 2022/23 accounts with no material issues being identified and to accept the recommendation from the internal auditor to manage NI payments more effectively for the months where the clerk's salary isn't paid due to no meeting, and to credit back the three unrepresented cheques dating back to the 2021/22 financial year.

## 5484 Annual Governance and Accountability Return (AGAR) 2022/23: Annual Governance Statement

It was **RESOLVED** to approve the 2022/23 Annual Governance Statement which is Section 1 on the AGAR and agree that the Chairman and Clerk sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

## 5485 Annual Governance and Accountability Return (AGAR) 2022/23: Accounting Statements

It was **RESOLVED** to approve the 2022/23 Accounting Statements which is Section 2 on the AGAR and agree that the Chairman and RFO sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

## 5486 Finance

(a) It was **RESOLVED** to approve the payment of the following for May 2023:

(i) Clerk salary & expenses	£761.65
(ii) HMRC PAYE	£10.20
(iii) Magazine Account	£272.00
(iv) Mr S Geggie	£240.00
(v) WCC Street lighting Q4 2022/23	£667.59
(vi) Bromsgrove DC lease (sept 21)	£60.00
(vii) Bromsgrove DC bin emptying	£2,970.00
(viii) John Benner Auditor	£300.00

(b) It was **RESOLVED** to approve the budget monitoring report dated 30/04/23 prepared by the Clerk.

(c) It was **RESOLVED** to approve the April 2023 bank reconciliation noting a balance of £103,235.50 as at 30/04/2023.

**5487 General maintenance & highway matters**

(a) Grass cutting in the island by Clent Nurseries. Is this WCC or BDC? The Clerk would follow up with Cllr May.

(b) Grass cutting on Holy Cross Green. This should be done 3 times per year. A suggestion was made that around 1 metre inwards should be mowed with the rest left for pollinators etc (“no mow May”). The Clerk would pass to Cllr Sheppard.

**5488 Field Maintenance & Play Areas**

(a) Area of path by the pond/kissing gate – quote needed to put some surfacing down to make it passable during wet weather. The Clerk had written to Greenwaste Recycling who carried out the work around the pond in 2022. This would be followed up.

(b) The grass had been mowed recently on the playing field but the areas around the play equipment need to be strimmed. Cllr Sheppard would deal with this when back from holiday.

**5489 Planning**

There were no new applications to consider. The Chairman reported that the applications at 1 Kings Meadow and Sunfield School had been approved by BDC.

**5490 Website**

It was agreed that the website was outdated and not suitable for looking at on a tablet or smartphone (this had been advised by our website manager). All councillors were asked to look at the site and decide what needs to be kept and what we might like to see on the website. The Clerk would liaise with the website manager in relation to the cost of an upgrade to a more effective, user friendly site.

**5491 Parish Magazine**

The Clerk would write a “thank you” to the Coronation event organisers plus a general update for the July magazine.

**5492 Councillor updates and items for next Agenda.**

Next agenda items:

- Play equipment
- Councillor recruitment
- Youth Council

**Date of Next Meeting**

The date of the next Meeting of the Parish Council is the 19<sup>th</sup> June 2023 at Clent Parish Hall.

*The meeting closed at 7.45pm.*

**Signed as a true record:**

**Chairman:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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