



Meeting of **Clent Parish Council** held at **7:00pm on Monday 15th July 2019** at
Clent Parish Hall, 40 Church Ave, Clent, Stourbridge DY9 9QT

Minutes

Present: Cllr Nick Sugden (Chairman), Cllr Drew Beaumont, Cllr Mrs Caroline Howard, Cllr Ed Sheppard, Cllr Andrew Sherrey and Cllr Mrs Margaret Sherrey.

In attendance: District and County Councillor Karen May, Nick Farress (Temporary Clerk), members of the public.

5000 Apologies for absence

Apologies were received from Councillor Peter Bates.

5001 Declarations of interest

There were no declarations. However, Cllr Beaumont noted that the BDC website still does not hold the most up to date Register of Interests for Parish Councillors. The Clerk would follow this up with BDC.

5002 Dispensations

There were none.

Open session

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

Members of the public raised the following issues/concerns:

- Overgrowing vegetation blocking the footways in Odnall Lane and Violet Lane. Cllr May would follow this up.
- Wobbly gate between the Trim Trail and the play area. Cllr Sheppard would deal with this.
- Parking at Clent Nurseries. It was noted that parked cars did slow traffic down, so yellow lines are not always the most effective solution.
- It was noted that issues related to highways and public rights of way can be reported directly by residents using the WCC interactive mapping system. The Clerk would forward a link to Councillors and add this to the website.

District and County Councillor Karen May provided the following update:

- BDC are reviewing their corporate plan.
- The Passenger Transport Strategy Consultation is online for residents to take part in.

- There will be a Public Health Consultation focussing on loneliness and isolation led by WCC.
- WCC are looking to save £6m and are hoping that central government does not reduce its Revenue Support Grant any further.
- Cllr May will follow up on the missing grit bin damaged by a lorry.

District Councillor Margaret Sherrey provided the following update:

- The old Council House redevelopment has been delayed due to an incorrect land value figure given by Homes England.
- There are currently two vehicle electric charging points for taxis in the district with more planned dependent on funding. BDC are also looking at hydrogen options.

5003 Youth Council

The Youth Council representative provided the following update:

- The football pitch requires 16'x7' size goal posts and Astro Turf around the goal mouths. One quote for Astro Turf was £1871 but did not include fitting. Cllr Karen May offered to contribute to the costs of the Astro Turf from her divisional fund which would be gratefully received. However, the cost of the goal posts and fitting needs to be investigated further before funds can be committed.
- The Council had received a request from a resident for a "zip wire" which will be investigated further.
- The "Eco Brick" project would be rolled out during the next litter pick with information posters etc being produced.
- Letters were to be sent to the school to encourage participation in the September litter pick event on the 22nd Sept. BDC would also be asked if they could provide bag hoops.
- A "pump" or "BMX" track was discussed. It was noted that Cllr Sheppard still had the previous plans for such a track which was met with local opposition at the time, including the fact that there is a badger's sett in the proposed area. He would share the plans with the Youth Council.
- The Parish Council placed on record its thanks to Lawrence for his work in setting up the Youth Council and his support of the youth councillors and projects. A letter would be drafted by the Clerk.
- The next meeting of the Youth Council would be the 16th September.

5004 Minutes

The Chairman advised that the Clerk had received clarification from Wyre Forest Dial-A-Ride that they no longer serve the Clent area and wished this to be corrected (Minute 4988 refers).

Noting the above point, it was **resolved** that the minutes of the Parish Council Meeting held on 17th June 2019 be agreed as a true record of the proceedings and signed by the Chairman.

5005 Finance

It was **resolved** to approve the following payments and that Cllrs Sugden and Sheppard would sign the cheques:

(a) N Farress Temporary Clerk Fees -	£263.00
(b) Candoo (website hosting and admin) -	£825.00
(c) Tromans (tree maintenance) -	£75.00
(d) Cllr Bates (expenses – postage & stamps) -	£15.00

(e) The budget monitoring report prepared by the Temporary Clerk was reviewed and the following points made:

- The figure described as “HR costs” should be split down to ensure that any salary payments are properly accounted for as this would be required for audit purposes;
- The Temporary Clerk’s mileage claims were included in the figure charged against “Clerk’s salary” as he is operating as a contractor but would be split down once the new Clerk was in post.

Noting the above points, it was **resolved** to approve the monthly budget monitoring report as presented by the Temporary Clerk.

(f) The bank balance including any unpaid cheques was £51,066.38 which was noted. The Clerk would be asked to produce a 2018/19 accounts summary akin to summaries produced by the previous Clerk. The Chairman would provide an example.

5006 General Maintenance and Highway Matters

It was noted that the yellow zig-zag lines outside the school had now been re-painted. Cllr May advised that there was currently an 18-month waiting time for Traffic Regulation Orders (yellow lines).

5007 Grounds Maintenance & Play Areas

(a) Cllr Sheppard advised that he was in conversation with Worcestershire Highways about the boggy area behind the goal mouth on the football field as it was a ruptured pipe dealing with run off from the highway which was causing the problem. Cllr May would follow this up with the appropriate officers.

(b) The surface bark needs to be renewed in the play area following advice from RoSPA. Cllr Sheppard was looking into using chopped rubber as a more sustainable alternative, but this would likely be more expensive.

5008 Planning Applications

It was noted that planning application **19/00725/FUL** - construction of a three-bedroom detached dwelling at 1 Kings Meadow, Holy Cross had been withdrawn by the applicant.

5009 Parish Magazine

It was **resolved** that Cllr Mrs Caroline Howard would write this month's update for the parish magazine which would focus on the Litter Pick.

5010 Litter Pick

Cllr Mrs Howard advised that the "spot" litter pick will be on the 10th August with the next main parish wide event being on the 22nd September. Councillors were asked to provide Cllr Mrs Howard with any particular areas of concern ahead of the August litter pick.

5011 New Clerk and RFO

(a) The Chairman provided an update on the recruitment of a new permanent Clerk. The Staffing Working Group recommended that the hours be set at 10 per week. Following a debate relating to a review of the role, a motion was put forward by the Chairman, seconded by Cllr Mrs Sherrey, that the new Clerk's hours be set at 10 per week. Cllr Mrs Howard requested a named vote, the results of which were:

Cllr Beaumont – FOR

Cllr Mrs Howard – AGAINST

Cllr Ed Sheppard – FOR

Cllr Nick Sugden – FOR

Cllr A Sherrey – FOR

Cllr Mrs Sherrey – FOR

It was therefore **resolved** that the new Clerk's hours be set at 10 per week. It was also agreed that the Temporary Clerk would start to upload Council documents onto the Mac Book computer so that documents could be looked up easily at meetings if required.

(b) It was **resolved** to include the role of Responsible Financial Officer within the remit of the new Clerk in line with sector standard practice and guidance.

5012 Chairman's Chain

It was agreed that the Chairman's chain should be worn at all civic occasions including Remembrance Sunday and that the name bars should be brought up to date. Cllr Sheppard would investigate this.

5013 Councillor Updates and Items for Future Agendas

The Chairman announced that there would be an Extraordinary Council Meeting in August to ratify the appointment of the new Clerk following interviews on the 19th August.

5014 Exclusion of Press and Public

In accordance with the Public Bodies (Admission to Meetings) Act 1960s1(2) it was **resolved** to exclude members of the public and press from the meeting in order to discuss matters of a confidential nature.

Councillor Mrs Howard left the meeting at this point.

5015 Appointment of Clerk/RFO

(a) The hours, salary and benefits for the position of Clerk were agreed.

(b) The Chairman presented the applications forms of those who had applied for the position of Clerk to the Council. Three candidates were shortlisted, and the Temporary Clerk would be asked to invite the three candidates to interview on the evening of 19th August 2019.

Date of Next Meeting

The date of the next ordinary Parish Council Meeting is the **16th September 2019** at 7.00pm

The meeting closed at 9.15pm

Signed as a true record:

Chairman
29th August 2019

Produced by



Nick Farress
Temporary Clerk
Clent Parish Council