



Meeting of **Clent Parish Council** held at **7:00pm on Monday 21st September 2020**
via the online platform "Zoom".

Minutes

Present: Cllr Nick Sugden (Chairman), Cllr Peter Bates, Cllr Drew Beaumont, Cllr David Mudie and Cllr Ed Sheppard.

In attendance: County Councillor Karen May, Nick Farress (Clerk) and 6 members of the public.

5133 Apologies for absence

Apologies were received and approved from Cllr Margaret Sherrey and Cllr Andrew Sherrey who were on holiday.

5134 Declarations of interest

Cllr Sheppard declared a Disclosable Pecuniary Interest in Minute 5141(c)(ii) as he is the temporary parish Lengthsman. Cllr Sheppard did not vote on this item or sign the cheque.

5135 Dispensations

There were none.

Open session

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

Public comments/questions

Members of the public raised the following issues:

- Pedestrian crossing required on Bromsgrove Road. Cllr Karen May would organise a site meeting with the highways inspector, but funding constraints meant that this was unlikely.
- Inconsiderate parking on the junction by the Bell & Cross public house. Cllr Karen May would organise a site meeting with the highways inspector to discuss possible solutions.

County & District Councillor Karen May provided an update on the following:

- Covid-19 monitoring, potential restrictions, messaging and vaccinations.
- Annual county budget considerations.

5136 Minutes

It was **resolved** that the minutes of the Parish Council Meeting held on 20th July 2020 be agreed as a true record of the proceedings and signed by the Chairman with the following amendment - Minute 5126 (a) should read uneven ground in the trim trail area and not on the football field.

5137 Annual Governance Statement 2019/2020 (AGAR Part 1)

It was **resolved** to ratify the amendment to the AGAR Part 1 section 6 in relation to the internal auditor. As instructed by the external auditor, Section 6 of the Annual Governance Statement has been amended to “No” because the internal auditor completed Section 2 of the AGAR for the prior year (year ended 31 March 2019) and according to the Practitioner’s Guide this indicates that he cannot be considered independent. This was as indicated on the external auditor’s report last year.

5138 Correspondence

Recycling of disposable masks. It was agreed that the scheme suggested by the correspondent would not be supported by the parish council due to the cost and likelihood that the take up would be low. It was not felt that disposable masks were causing any particular litter problems and that masks placed in household refuse would be incinerated.

5139 Covid-19 Community Support Group Legacy Proposals

On invitation from the Chairman, members of the “Clent Connect” group outlined their proposals for “Clent Community Hub” which would include a community run café and shop. A resident survey was currently being conducted to gauge support for such a scheme including potential locations. A proposed location was adjacent to the cricket field/pavilion which is land owned by the parish council. It was **resolved** to support the group’s aspirations in principle including the proposed location subject to detailed plans being submitted in due course.

5140 Insurance Renewal

It was **resolved** to accept the renewal proposal, schedule and premium from Came & Company on behalf of AXA insurance. The council was in a Long Term Agreement with AXA which attracted a discount on the premium. This year’s premium was £1433.03.

5141 Finance

(a) It was **resolved** to ratify the 2.75% nationally agreed increase in the Clerk’s pay, backdated to 1st April 2020.

(b) It was **resolved** to ratify the payments made in August 2020 as per the attached schedule at Appendix 1.

(c) It was **resolved** to pay the following for September 2020:

| | |
|--|-----------|
| (i) Clerk salary & expenses | £776.65 |
| (ii) Mr Ed Sheppard Lengthsman | £210.00 |
| (iii) Cllr Ed Sheppard Expenses (bench & picnic table) | £838.79 |
| (iv) Came & Company | £1,433.03 |
| (v) Clent Cricket Club (grass cutting August 2020) | £325.00 |
| (vi) Bromsgrove DC Lease of Land | £60.00 |

(d) It was **resolved** to approve the budget monitoring report dated 21/09/2020 prepared by the Clerk.

(e) It was **resolved** to approve the August bank reconciliation noting a balance of £67,482.79 as at 31st August 2020.

(f) NHB funding bid update – the parish council had been successful in its bid for funding towards the installation of artificial grass in the muddy goal mouth areas. £2,880 had been awarded.

(g) It was **resolved** to take out a Zoom subscription costing £14.39 per month which the Chairman would organise. It was noted that a credit of £44.95 was due to the parish council from Amazon following an issue with a previous purchase made on behalf of the council by the Chairman and claimed as expenses. It was agreed that the Chairman retains this credit and uses it to offset the cost of the Zoom subscription until the credit is used up.

5142 General Maintenance and Highway Matters

The following items were discussed:

(a) It was **resolved** to engage Mr Paul Tilt to maintain the hedges that the parish council is responsible for cutting, in the absence of the current contractor who is still recovering from an accident. Cllr Sheppard would arrange a show round. The agreed rate is £35 per hour. Cllr Sheppard would inform the Clerk when hedge cuttings needed to be swept up and Cllr May would arrange this. Cllr Bates asked if the parish council could have a plan of which hedges it was responsible for. It was noted that a plan may exist in the files which are in the parish hall locker.

5143 Field Maintenance and Play Areas

The following items were discussed:

(a) Installation of the new playground surfacing – it was **resolved** to order another 2x 750kg bags of surfacing which will cost an additional £560.

(b) Repairs to cricket club fence – Cllr Karen May kindly agreed to fund the repairs to the fence from her Divisional Fund which would cost £784.00. Cllr Sheppard would organise the work.

(c) Repairs to skate park ramps and surfacing – Cllr Sheppard will look at the work required and report back to the next meeting with potential costs.

(d) Quotations for the installation of artificial grass – The two quotations received were £10,424 and £5,399. Three quotations were sought, but some companies approached did not deal with artificial turf, and some had either not responded or staff were not available to carry out a site visit. It was therefore **resolved** to engage Greenfields Ltd at a cost of £5,399 to carry out the work and the Clerk would contact them to discuss a start date. Cllr Karen May kindly agreed to fund £1,000 of the balance after the NHB grant was deducted, with the parish council paying the remaining £1,519 from its reserves.

(e) The Trim Trail needs some refurbishment, or it needs to be removed. This would be discussed further at the next PC meeting.

5144 Planning

The following applications were considered by the council in its role as consultee:

(a) 20/00357 – Land West of Green Farm, Holy Cross Green – Change of use of agricultural building to dwelling house. It was **resolved** to object to this application on the following basis:

- Highway access (in agreement with WCC Highways)
- Inability of property for conversion and a new building will likely be needed.

5145 Neighbourhood Watch Signs

It was **resolved** that the new signs should be attached to the village white gates.

5146 HWFRS Community Risk Management Plan 2021-2025

It was agreed not to respond to this consultation as Clent was well served from appliances from Bromsgrove and Stourbridge and no changes to this were being proposed.

5147 Police & Crime Commissioner's Annual Survey 2020

It was agreed that more regular patrols are required, particularly at night on the Clent Hills. This has been discussed previously and action was being taken and any further feedback would be made via Cllr Margaret Sherrey who works for the PCC.

5148 Parish Magazine

The Clerk would check with Cllr Sherrey if he is still planning to write a piece on trees which would be for the November edition.

5149 Councillors' reports and items for the next agenda

- Cllr Sheppard reported that an elder tree between Holy Cross and the cricket outfield needed taking out as it was dead. It may require tree surgeons but will report back at the next meeting.
- It was clarified that Cllr Sheppard would act as the council's Lengthsman until April 2021 when an advert for the role would be placed.
- The Chairman advised that the November meeting would include an informal budget meeting afterwards.

Date of Next Meeting

The date of the next ordinary Parish Council Meeting is the **19th October 2020** at 7.00pm, via Zoom.

The meeting closed at 8.44pm

Signed as a true record:

Chairman

Date _____

APPENDIX 1

Schedule of Payments Made in August 2020 – ratified at a meeting of the parish council on 21st September 2020 (no meeting in August).

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| 17/08/2020 | P20/031 | Clerk's Salary and Expenses | 11624 | | | 658.27 |
| 17/08/2020 | P20/032 | Clent Cricket Club (grass cutting July) | 11625 | | | 325.00 |
| 17/08/2020 | P20/033 | Nick Sugden Expenses (laminator) | 11626 | | | 47.97 |
| 17/08/2020 | P20/034 | Tanks Direct (grit bin) | 11627 | <input checked="" type="checkbox"/> | | 92.40 |
| 17/08/2020 | P20/035 | Ed Sheppard Lengthsman | 11628 | | | 301.00 |
| 21/08/2020 | P20/036 | Scottish Power | DD | | | 6.00 |
