



Meeting of **Clent Parish Council** held at **7:00pm on Monday 20<sup>th</sup> May 2024**  
at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT

## Minutes

**Present:** Cllr Ed Sheppard, Cllr Andrew Sherrey, Cllr Margaret Sherrey, Cllr David Mudie, Cllr Sara ffoulkes.

**In attendance:** Nick Farress (Clerk), Cllr Karen May, Cllr Simon Nock, 6 members of the public.

### 5611 Apologies for absence

Cllr Peter Bates (holiday), Mr George Kirkham (NT).

### 5612 Election of Chairman and Vice Chairman for 2024/25

(a) It was **RESOLVED** to elect Cllr Ed Sheppard as Chairman for 2024/25

(b) It was **RESOLVED** to elect Cllr Andrew Sherrey as Vice Chairman for 2024/25

### 5613 Declarations of interest

Cllr Ed Sheppard declared a pecuniary interest in Minute 5621(a)(vii) as he is the parish cheque payee. Cllr Sheppard did not vote on this item or sign the cheques.

### 5614 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:

- Blue litter bags for volunteer litter picker on Clent Hills – Cllr May would arrange to deliver some rolls of sacks to Cllr Sherrey for distribution.
- Dog fouling instances increasing. Cllr May has offered to work with the school to design posters for a campaign and offer a prize for the chosen design. It was agreed that Cllr ffoulkes would liaise with the school and BDC to arrange this.
- Broken dog bin on Adams Hill – the NT are aware of this but the Clerk would remind them of the issue.

## County and District Councillor Updates

Councillor Karen May reported on the following from Worcestershire County Council:

- Road closures and temp traffic lights in Clent coming up in May and June.
- Water testing in the pond – see 5622(d) below.
- Phone box on Adams Hill – Cllr May is in contact with the new Chief Superintendent in relation to transferring the box to the PC for a defibrillator.
- Rallying cars in the village – any instances should be reported to Crimestoppers/111 service.
- Wild animals warning traffic sign at the top of Chapel Lane – speeding car had knocked this sign down and Cllr May will report this to WCC officers.

### 5615 Minutes

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 15<sup>th</sup> April 2024 be agreed as a true record of the proceedings and signed by the Chairman.

### 5616 Correspondence

The following correspondence was considered:

There was no new correspondence.

### 5617 Policies and Procedures

It was **RESOLVED** to approve the following documents for the 2024/25 council year:

- (a) Financial Regulations
- (b) Standing Orders
- (c) Asset Register – the Clerk would check that the war memorial is adequately insured.
- (d) Risk Assessment

### 5618 Internal Auditor's Report 2023/24

It was **RESOLVED** accept the Internal Auditor's report on the 2023/24 accounts with no material issues being identified.

### 5619 Annual Governance and Accountability Return (AGAR) 2023/24: Annual Governance Statement

It was **RESOLVED** to approve the 2023/24 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.

### 5620 Annual Governance and Accountability Return (AGAR) 2023/24: Accounting Statements

It was **RESOLVED** to approve the 2023/24 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.

### 5621 Finance

(a) It was **RESOLVED** to approve the payment of the following for May 2024:

(i) Clerk salary & expenses	£795.98
(ii) HMRC PAYE	£20.08
(iii) Bromsgrove DC	£3,178.20
(iv) Worcestershire CALC	£880.34
(v) IP Engaving	£43.99

- (vi) Ed Sheppard (Chairman's Allowance) £500.00
- (vii) John Benner Internal Auditor £325.00
- (viii) Clent Cricket Club £400.00
- (ix) Mia Charlton (Youth Council DBS) £18.00

(b) It was **RESOLVED** to approve the budget monitoring report dated 30/04/24 prepared by the Clerk.

(c) It was **RESOLVED** to approve the April 2024 bank reconciliation noting a balance of £110,203.16 as at 30/04/2024.

#### 5622 General maintenance & highway matters

a) Defib maintenance and costs (as advised by Mr Richard Price). It was RESOLVED to authorise the purchase of the following:

June - Pads for French Hen - £70

July - Pads for Parish Hall - £70

Oct - Spare Pads for French Hen & Parish Hall - £140

Dec - Battery for Parish Hall - £275

b) Hedge from Bell & Cross to Hossil Lane – Cllr Sheppard would ask the usual hedge cutting contractor to attend to this in the autumn.

c) Holy Cross Green – Cllr Bates has asked that the Lengthsman clear the wicket gate on Horsall Lane of grass and stingers as it is difficult to gain access with a pushchair and that the area around the two benches is strimmed. The Clerk passed these items to the Lengthsman.

d) Water testing in the pond – it was noted that any work to re-route all the runoff pipework away from the pond would be financially not viable. It Was further noted that the pond needs water flow, otherwise it will stagnate. Cllr Sheppard reported that he had recently inspected the water in the pond and it appeared clean and healthy. It was agreed **not to proceed** with any water testing or work to re-route the drainage system away from the pond.

#### 5623 Field Maintenance & Play Areas

a) The areas around the play equipment need to be strimmed. Cllr Sheppard would attend to this.

#### 5624 Planning

a) New applications - there were no new applications to consider.

b) 23/01027/FUL – Refusal Appeal. This refusal has been appealed with the Planning Inspectorate.

#### 5625 Youth Council

Cllrs ffoulkes and Margaret Sherrey reported that the new Youth Council would begin in September. There were currently 6 Youth Councillors recruited and 1 adult supervisor, along with Cllrs ffoulkes and Margaret Sherrey. It was **RESOLVED** to pay for DBS checks for the adult supervisor and Cllrs ffoulkes and Margaret Sherrey (£18 each).

**5626 Parish Magazine**

The Clerk had received information from WCC about home composting which would be of interest to parishioners and this would be entered as the parish council article for the next issue.

**5627 Councillor updates and items for next Agenda.**

There were no further updates.

**Date of Next Meeting**

The date of the next Meeting of the Parish Council is the 17<sup>th</sup> June 2024 at Clent Parish Hall.

*The meeting closed at 8.00pm.*

**Signed as a true record:**

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