

WYTHALL PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON THURSDAY, 16th MARCH 2017 AT THE VILLAGE HALL AT 7.30 P.M.

<u>PRESENT:</u>	Councillor Mrs.S.Baxter	Chairman
	Councillor R.Bell	
	Councillor D. Bibbings	
	Councillor Helen Cleaver	
	Councillor K.Footman	
	Councillor Mrs.K.Kingston	
	Councillor Mrs.S.Lee	
	Councillor P.Rattigan	
	Councillor Mrs.D.Taylor	
	Councillor L.Turner	
	Councillor Mrs.C.Webb MBE	
	Councillor Miss L.Wright	
	Miss P.Harrison	Executive Officer

Prior to the commencement of the Meeting Mrs.Claire Felton, Monitoring Officer for Bromsgrove District Council, accompanied by Mrs.Sarah Sellars, were welcomed by the Chairman. Mrs.Felton explained that, from time to time, she liked going out to Parish Councils to give guidance on matters such as Code of Conduct, Declarations of Interest and Dispensations etc. and this evening she would be going through the pros and cons of all these subjects highlighting the need to ensure that all Councillors have kept their Declarations of Interest up to date.

The Chairman raised a query regarding Dispensations and whether they should form part of Standing Orders (Cllr.Mrs.Lee asked a similar question). The response was that it was not considered necessary for them to be part of Standing Orders, the most important thing is to ensure they were kept up to date. The Chairman raised the question of "predetermination" particularly when setting budgets and awarding grants. Claire responded to this query making the formality very clear as to whether a Councillor had a predetermined view or not. The Chairman said, therefore, at the May Meeting consider the already granted dispensations having an informed debate and a decision as to what to grant. Following discussions on other items related to declarations of interest etc the Chairman thanked both visitors for attending and giving such informative advice.

ACTION:

The Executive Officer to remind all Councillors in April/May to ensure their dispensations and declarations of interest are all up to date.

1. **APOLOGIES:** were noted and reasons for absence accepted from Cllr.Mrs.Bibbings; Cllr.Stephens and Cllr.Mrs.Stewart.
2. (i) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**
 - (a) **Register of Interests:**
Councillors must complete their Register of Interests and update them as and when necessary.

- (b) To declare any disclosable interests relating to items on the Agenda and their nature (Councillors with such interests must leave the room for the relevant items unless they have a current dispensation)
None declared.

(ii) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**

Cllr.Footman Wythall Radio Club/Silver Street Parking Resident

3. **COUNTY Councillor's REPORT:**

No report from Cllr.Peters due to his absence

4. **DISTRICT COUNCILLORS' REPORTS:**

Cllr.Turner reported as follows:

- (a) As a member of the District Council Licensing Committee he had been involved in a new draft Street Trading Policy (a revision of the July 2011 one). It was going out for a twelve week consultation period for review by the Committee in September. At the present time there were nine fast food vans across the whole of the District.

Cllr.Turner also commented on wheelchair access to Taxis. Section 165-167 of the Equalities Act 2000 whereby Taxi drivers have a duty to assist wheelchair users but apparently this has not been enforced. From the 6th April 2017 they are obliged by law to transport wheelchair users if requested and give appropriate assistance at the same fare as other users.

- (b) Cllr.Mrs.Baxter reported having attended a meeting with the Cabinet Member for Highways at Bromsgrove. Comments made had been quite disparaging to those present.

5. **MINUTES OF PREVIOUS MEETING:**

Resolved 10/2017:

The Minutes of the Meeting held on the 16th February 2017 were accepted as being a true record of matters discussed and duly signed by the Chairman.

6. **MATTERS ARISING FROM PREVIOUS MINUTES:**

Noted.

7. **COMMITTEE REPORTS:**

COMMUNITY SERVICES

Resolution 11/2017:

- (a) Cllr.Footman raised a query regarding 3.1(b) Silver Street – the EO would check further as regards the signage and markings on the road just before the bridge travelling from Middle Lane.

ACTION: EO to check signage on highway.

- (b) to approve retrospectively the purchase of 235 wild primroses from Naturescape British Wildflowers at a cost of £80.47 plus VAT for planting on Wythall Island.

- (c) to accept the quotation from Swiftwell Environmental Services Ltd totalling £600 plus VAT in respect of drainage work at the Allotments.
- (d) to request Swiftwell Environmental Services Ltd to inspect the Parish Notice Board on Station Road following a report that it could be unsafe.
ACTION: EO to contact Swiftwell.
- (e) to accept the quotation from Swiftwell Environmental Services Ltd totalling £220 plus VAT for re-roofing the bus shelter adjacent to the Packhorse on Alcester Road.
- (f) to approve the response prepared by the Executive Officer to the WCC Local Transport Plan Consultation Document Spring 2017 for submission by the closing date, 17th March 2017.
ACTION: EO to submit Council's response to the above.
- (g) to accept the Minutes of the Meeting held on the 2nd March 2017 having noted and endorsed the interim actions taken by the Committee.

FINANCE POLICY & RESOURCES:

Resolution 12/2017:

- (a) to respond to the BDC Consultation on Penalty Points Scheme for Hackney Carriages and Private Hire Licence Holders – Bromsgrove, to the effect that the Parish Council did not feel a response was appropriate due to the fact that Wythall does not have Hackney Carriages working within the Parish.
ACTION: The EO to respond to the Consultation.
- (b) to note that BDC had advised as to the recommendations from the Independent Remuneration Panel for Parish Councils and resolved that the situation as regards the Chairman's annual allowance should remain as status quo and Councillors' Travelling Expenses be paid at the Remuneration Panel's recommended rate of 45p per mile as per previous years. This to include Staff.
- (c) to accept the figures as presented in respect of Bank/budgets relating to February 2017.
This decision was as a result of a vote – 10 in favour - Cllr.Mrs.Lee and Cllr.Footman abstained.
Cllr.Footman required confirmation as to the way in which Petty Cash was dealt within the Accounts.
- (d) to note Cllr.Bibbings' explanation in that, having looked at the query raised by Cllr.Footman in respect of how Petty Cash was dealt with in the Accounts, the situation had been clarified with the Scribe Support Team and as from the 1st April 2017 the procedure would be in place to cover this aspect.

- (e) to change 4.2 of the Financial Regulations as follows:
No expenditure may be authorised that will exceed the amount provided in the revenue budget for that class of expenditure other than by resolution of the Council or delegated Committee. During the budget year and with the approval of Council, having considered fully the implications for public services unspent and available amounts may be moved to other budget headings or to an earmarked reserve as appropriate (virement).
- (f) to accept the recommendations put forward by Cllr.Bibbings in respect of over-budget expenditure 2016/2017.
- (g) to rescind Resolution 5/2017 – Budgets 2017/2018.
 Agreed by a show of hands – everyone in favour.
- (h) to accept the revised budgets as presented in respect of 2017/2018.
 Agreed by a show of hands - Cllr.Mrs.Lee abstained stating she did not know enough about them.
- (i) to accept the proposed amendment to Section 5 Banking Arrangements and Authorisation of payments/Financial Regulations..
- (j) to note the exchange of correspondence the EO had with Revitalise as regards applying for a grant at some time in the future.
- (k) to accept the schedule of payments in respect of March 2017 having resolved the above transfers, together with noting the following as separate resolutions:
- | | | |
|--------|--|---------|
| 11/108 | Naturescape/Wild Primroses | £96.56 |
| 14/114 | Swiftwell/Emergency Tree Work/Wythall Island | £240.00 |
| 26/18 | West Mercia Supplies/Office Clock | £ 31.07 |
- (l) to approve the submission of the Application in respect of the Local Councils Award Scheme on the 17th March 2017.
 Agreed by a show of hands.
- (m) to accept the recommendation from Community Services Committee that the quotation from Swiftwell Environmental Ltd totalling £600 plus VAT in respect of carrying out some drainage work at the Allotments, noting that this would involve and over-spend of the Committee's budget. Cllr.Bibbings confirmed that he had already allowed for this in the Budgets 2017/2018.
- (n) to accept the Minutes of the Meeting held on the 8th March 2017 having noted and endorsed the interim actions taken by the Committee.

PLANNING:**Resolved 13/2017:**

(a) to respond to BDC in respect of a Street Trading Consent Application in respect of an area of hard standing in Middle Lane, Wythall, to the effect that (i) concerned as regards amount of space available following the closing off of the land owned by Phoenix and the inevitability of customers spilling out onto the highway (Middle Lane) and the possibility of accidents occurring as a result and (ii) the site is not a designated lay-by.

Agreed by a show of hands – Cllr.Mrs.Lee abstained.

(b) to note the Minutes of the Meeting held on the 6th March 2017 and the applications dealt with under Standing Orders for Committees 4(d) Parish Standing Orders including those dealt with under Delegated Powers.

8. **ITEMS OF PAROCHIAL INTEREST FOR INFORMATION ONLY:**

None.

9. **DATE OF NEXT MEETING:** Thursday, 20th April 2017 at 7.30 pm.

The Meeting closed at 8.40 pm.

SIGNED

CHAIRMAN

DATED:

20th April 2017

Items brought forward by members of the public prior to the commencement of the Meeting:

Mrs.C.Whittaker commented on the following:

- (a) Litter in Cemetery (gathering at base of hedge on Chapel Lane)
- (b) Gate within the Cemetery adjacent to Chapel Lane on the ground.
- (c) Drains in Chapel Lane and Middle Lane – blocked.

ACTION: The EO will investigate and take any necessary action.