



MINUTES OF WYTHALL PARISH COUNCIL COMMUNITY SERVICES COMMITTEE MEETING HELD ON THURSDAY 5th SEPTEMBER, 7.30 PM

PRESENT: Cllr. Helen Cleaver
Cllr. Dianne Taylor
Cllr. Keith Yates
Cllr. Sarah Hession
Cllr. Les Turner
Cllr. Omar Ahmed
Cllr. Stephen Peters
Cllr. Margaret Dempsey
Cllr. Katheryn Powell

Committee Chairperson
PC Chairperson

ALSO, PRESENT: Ms. Naazlin Somani
Parish Clerk

1. APOLOGIES

Apologies were received from Councillors Katheryn Kingston and John Blewitt; these were agreed by all Councillors present.

2. DECLARATIONS OF INTERESTS

No Declarations of Interests were reported.

3. MINUTES OF THE PREVIOUS MEETING

Members received and approved the minutes of the previous meeting held on Thursday 4th July 2019.

4. VILLAGE MAINTENANCE AND SERVICES

4.1. Verges

Reported, complaints regarding the grass cutting in the Parish continued to be received. Councillors express concern with the quality of the work and service being received from the contractor. Noted that the grass cutting season was due to end in a few months.

Discussed options for the following season to avoid a repetition of the service received in the current year.

Councillor noted the two options which were available:

- i. Continue with the current contract and hope for improvements during the next grass cutting season; or
- ii. Consider ending the contract after the first 12-month period and retender for a new contractor.

ACTION: The Parish Clerk would review the current contract to check if there was a clause to terminate after the first 12-month period. The clerk would investigate whether a retendering process needed to be undertaken or if a company from the previous tendering process could be selected.

Reported, concerns over the poor condition of the footpaths.

ACTION: Parish Clerk to contact WCC and obtain a copy of the road/footpath maintenance plan.

4.2. Sponsorship of Islands

Discussed the possible sponsorship of islands, in particular the Phoenix and Becketts Farm roundabouts.

ACTION: Investigate if BDC have a process for the sponsorship of islands.

4.3. Tree Pruning

Reported, there were a number of trees on the highway in Majors Green which were blocking the light from streetlighting.

ACTION: Councillors to forward details of trees which were blocking streetlighting to the Parish Office. The Office would report the trees to WCC and maintain a list of trees reported.

4.4. Weeds

Discussed ongoing issues with weeds in the Village. Noted, the affected areas had been reported to WCC.

Noted weeds had been cleared at Gorsey Lotts War Memorial, this would be checked to ensure that the area was ready for the Remembrance Service in November.

ACTION: a list of areas reported would be created by the Parish Office and concerns would be relayed to the County Councillor, asking that the reports made by the Parish Office be followed up.

5. PARISH LENGTHSMAN

Noted that the Parish Council were no longer receiving a service from the appointed Lengthsman and the office had been unable to make contact with the Lengthsman since July, despite numerous attempts.

The Chair of the Council reported details of a meeting which had taken place with the WCC Highways Engineer and Councillor Kent. Reported a proposal which had been discussed to commission a self-employed grounds person to undertake the duties which would have been undertaken by the Lengthsman. Noted, WCC had advised that they would provide the necessary training, health and safety support and some equipment.

ACTION: Parish Clerk to meet with Richard Clewers and investigate further the option to commission a self-employed grounds maintenance person and the associated costs.

ACTION: Parish Clerk to identify the average spend on the Lengthsman service over the past 12 months.

ACTION: Parish Clerk to review the current contract in place with the Lengthsman and the process for termination. Agreed advice would be obtained from Worcs CALC.

6. FOOTWAY LIGHTING

Reported, Councillors had been forwarding proposals for possible new locations for streetlighting within the Parish. Noted that a list of possible locations was being collated.

ACTION: email to be circulated reminding Councillors to forward in their suggestions giving a deadline of the end of September. Agreed a list of possible locations would be presented to the October Community Services Committee meeting for review.

7. PUBLIC RIGHTS OF WAY

Noted, there was no information to report.

8. ALLOTMENTS

8.1. To receive and consider the tree survey quotation

Noted the tree survey quotation received for the allotments.

RECOMMENDED: this be forwarded to the Finance Committee.

8.2. To consider the creation of a community plot.

Reported, the Chair of the Council had been investigating the allocation of a community plot in the allotments. The plot would be maintained by the pupils at Woodrush School and residents who were unable to maintain an allotment plot alone and needed assistance. The Chair of the Council requested that the Council waiver the fee for the plot.

Noted, the Committee supported the development of a community plot. Discussed safeguarding and health and safety. Agreed the most appropriate option would be to waiver the fee on a plot for the school, safeguarding and health and safety requirement would then continue to sit with the school.

ACTION: The Chair of the Council to arrange a meeting with Woodrush School to move forward with the project.

8.3. To note that the six-monthly allotment rent had been received.

Noted, the second instalment of the allotment rent had been received. The commission would be paid back to the Allotment Association in the October payment run.

9. STREET FURNITURE

Reported, councillors needed to be allocated notice board, bus shelters, roadside seats and planters for which they would be responsible. Noted, two inspections of the equipment needed to be carried out throughout the year.

ACTION: Parish Clerk to confirm allocations and inspection dates.

Discussed the purchase of two grit bins on Silver Birch Drive, previously discussed by the Council and the purchase of an additional grit bin to locate on the corner of Falstaff Avenue.

ACTION: Parish Clerk to look back at previous minutes to check whether a discussion had been made to purchase the grit bins. Agreed the provision for filling the grit bins over the winter period would be confirmed.

ACTION: that the Tesco Bags of Help Grant would be placed on the Committee action list for discussion on a future date.

10. TRANSPORT

Reported an update on the adoption of the station. Noted a meeting was due to take place on 18th September, after which a further update would be available.

Reported that the response for the WCC Transport Survey was being developed and would be ready for submission prior to the deadline of 13th September. Discussed S106 monies which were available for CCTV at the train station and gold standard bus shelters.

ACTION: Timetables for the 150 and 150A bus to be obtained from Johnsons and request that the concessionary passes can be used before normal hours.

11. ENVIRONMENTAL ISSUES

Noted that there were no issues of concern or for discussion.

12. COMMUNITY EQUIPMENT

Reported that a grant of £1480.00 had been received for the defibrillator which would be located at the train station. A donation had also been made by a resident. Noted maintenance of the equipment needed to be confirmed however, it was expected that this would sit with West Midlands Rail, this would be confirmed in due course. A further update would be provided when available.

13. COMMUNITY EMERGENCY PLAN

ACTION: Parish Clerk to arrange a meeting of the Emergency Plan Working Group. Agreed that the meeting would be arranged for a Thursday afternoon, the Clerk would circulate possible dates.

14. BEATING THE BOUNDS

Reported that a route had been developed with the footpath warden and a trial walk had taken place. The walk was approximately 4.75 miles and was scheduled to take place on 28th September. The group would assemble from 9:45 am and the walk would commence at 10:00 am.

Minutes approved at
Full Council on 19.09.2019

Noted that 30 tickets, to include refreshments at Wythall House were being sold. The walk would be advertised on the Council website and Council Facebook page.

15. CHRISTMAS LIGHT COMPETITION

Noted, that the best kept frontage competition had not taken place this year, the Council would instead have a Christmas light competition. Agreed that categories, judging and a nomination process needed to be organised.

ACTION: a proposal covering the above would be developed and considered at the next meeting of the Committee.

16. DATE OF NEXT MEETING: Noted, the date of the next Community Services Committee meeting is scheduled to take place on Thursday 3rd October 2019 at 19:30 hrs, in the Parish Council Offices.

The Meeting closed at 20:48 hrs.