

**MINUTES OF THE ANNUAL MEETING OF BELBROUGHTON AND FAIRFIELD PARISH
COUNCIL HELD ON MONDAY 13TH MAY 2024, 7.00PM AT BELBROUGHTON RECREATION
CENTRE**

PRESENT: Cllr. Allington, Cllr. E Davies, Cllr. Gibbs, Cllr. Knight, Cllr. Mabbett, Cllr. Nock,
Cllr Hardeman Cllr Standing, Cllr Sadler and Cllr. Pawley

ALSO PRESENT: Clerk – Carol Blake
There was one member of the public in attendance.

540/24 – ELECTION OF CHAIRMAN

It was unanimously **RESOLVED** to elect Cllr. Nock as Chairman who duly signed his Declaration of Acceptance of Office.

541/24 – ELECTION OF VICE CHAIRMAN

It was unanimously **RESOLVED** to elect Cllr. Mabbett as Vice Chairman.

542/24 – APOLOGIES

Apologies were received from Cllr. Morris, Cllr S Davies and Cllr. Wilkes and reasons for absence approved by all Councillors.

Chairman adjourned the meeting for an ‘open surgery’ to enable residents to discuss any issues with their councillors and identify matters of concern relating to the agenda, this does not form part of the formal meeting.

The meeting re-opened.

543/24 – DECLARATIONS OF INTEREST

None.

544/24 – DISPENSATIONS

None.

545/24 – MINUTES OF THE PREVIOUS MEETING

It was unanimously **RESOLVED** to approve the minutes of the meeting held on 4th March 2024, and the Chairman duly signed them.

546/24 – REPORTS FOR INFORMATION

Chairman’s Report – The Chairman expressed his thanks to all Councillors who have helped during the last few months which, in the absence of a Clerk and illness within Councillors families, have been challenging, with an impact on meetings having to be postponed and a heavier workload for some Councillors. The Chairman is now keen to move forward and continue on making an impact on projects that have stalled and produce an action plan to ensure priority projects are covered for this year.

Planning Committee Meeting

May 2024

Minutes had been previously circulated.

Finance Committee Meeting

Cllr Mabbett expressed his appreciation to the new clerk, there have been several issues, some of which are on-going, with no access to bank accounts, amendments to bank mandates not completed and learning the Finance system to ensure closure of last financial year's accounts with the help of the auditor, John Brenner.

The investment with the Charity Bank is due to mature this week and it was agreed to reinvest for another one-year term with this bank.

547/24 – PARISH COUNCIL GOVERNANCE

Council noted the following policies and procedures and approved their adoption for the Council year:

Standing Orders, Scheme of Delegation, Code of Conduct, Financial Regulations with minor adjustments pending, Complaints Procedure, Freedom of Information Policy, Press and Media Policy, Filming and Recording Procedures, and Data Protection Policy (GDPR), Equality-Diversity Policy, Health and Safety Policy, Publications Scheme and Death of National Figure Procedures.

548/24 – RISK ASSESSMENT

The Parish Council **RESOLVED** to adopt the Risk Assessment Procedure for 2024/25.

Cllr Pawley raised an issue regarding Little Bell Hall Pool dam, which was agreed by all that a risk assessment would need to be conducted by an expert in that role.

Action Point

Cllr Nock has a contact from the North Worcestershire Water Management who he will contact to ascertain how this can be progressed.

549/24 - MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

- a. Council agreed Cllr. Mabbett, Cllr. Gibbs, Cllr. Pawley, Cllr Hardeman, Cllr Sadler and Cllr. Wilkes to be members of the Finance Committee.
Council agreed Cllr. Pawley, Cllr Knight, Cllr Morris, Cllr Standing, Cllr. Allington, Cllr. E. Davies and Cllr. Sadler to be members of the Planning Committee.
Council agreed Cllr. Knight and Cllr. Nock be members of the Agricultural Holdings Committee.
The Chairmen of the Committees would be appointed by the said Committees at their first meetings.
- b. Council agreed that the Working Groups would be agreed in the next Full meeting due to Fairfield Councillors not all being fairly represented at this meeting.

550/24 – GENERAL POWER OF COMPETENCE

As the Parish Council adheres to all the requirements it was unanimously **RESOLVED** to adopt the General Power of Competence.

551/24 – DISTRICT COUNCILLOR'S

Cllr. May – attended a meeting of the Cabinet Advisory Group which enables policy setting and provides advice on how best to incorporate these policies. Bromsgrove Council is in a strong financial position and is working on a vision for the Council for the next three years.

Plans for special events in the area, such as Social Eats, will be investigated to ensure public safety and car parking issues that were highlighted in the previous event are adhered to and will be considered this year.

Cllr Nock – Nothing additional to report.

552/24 – COUNTY COUNCILLOR’S

Cllr. Webb

- Has ordered another VAS sign which will be placed by the grass verge space by Beaumont House.
- Wildmoor Quarry will not be extended but Chadwich Quarry is still under deliberation with officers.

553/24 - SUBSCRIPTIONS

It was **agreed** to sign up to the National Association of Local Councils (NALC) and Society of Local Council Clerks (SLCC).

554/24 – REPORT OF PARISH COUNCILLORS

Cllr. Knight – raised the issue of the absence of a footpath warden and asked for any volunteers who would like to help clear footpaths, this will be discussed in next meeting.

Cllr Knight – asked for visibility of the Lengthsman duties and his schedule, Cllr Pawley explained that the Lengthsman is on holiday but the Clerk and herself will be meeting up with him on 20th May to talk through details of his duties and the Parish’s expectations – Clerk to send details of duties of the Lengthsman to Cllr Knight.

Cllr Knight - raised an issue of the fence by the Doctor’s surgery which is unsafe, Cllr May requested a photograph of the fence and where it is located so she can check on ownership.

Cllr Knight - raised the issue of speeding and the volume of traffic in the area, Cllr May stated that there is currently a backlog on data extracted from the speed cameras in the area but will check up on this.

Cllr Knight – mentioned the requirement for the website to be revamped and Parish Councillor emails being updated to .Gov emails rather than using their personal ones, a meeting will be set up with herself and the Clerk to discuss.

Cllr Knight – expressed her interest in being involved in Britain in Bloom for the area. She raised concerns about the number of potholes on Hartle Lane, Cllr May will investigate this issue and request the need for them to be filled in.

Cllr Knight stated that she will be arranging a litter pick this month.

555/24 – DATE OF NEXT MEETING – Monday 3rd June 2024, 7.00pm at Fairfield First School.

The meeting closed at 20.57pm

To be agreed as a true record by Belbroughton and Fairfield Parish Council

Signed