

**MINUTES OF THE MEETING OF BELBROUGHTON AND FAIRFIELD PARISH COUNCIL
HELD ON MONDAY 3RD OCTOBER 2022, 7.00PM AT FAIRFIELD FIRST SCHOOL**

PRESENT: Cllr. Allington, Cllr. Carter, Cllr. Danks, Cllr. Gibbs, Cllr. Mabbett, Cllr. Nock,
and Cllr. Wilkes

ALSO PRESENT: Clerk – Ruth Mullett
Cllr. May and Cllr. Webb
There were three members of the public in attendance

309/22 – APOLOGIES

Apologies were received from Cllr. Clarke, Cllr. Hood and Cllr. Pawley and reasons for absence agreed 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

310/22 – CO-OPTION OF COUNCILLOR

It was unanimously **RESOLVED** to Co-opt Rachel Knight as Councillor for the Belbroughton Ward. Cllr. Knight duly signed her Declaration of Acceptance of Office.

311/22 – DECLARATIONS OF INTEREST

Cllr. Gibbs and Cllr. Wilkes declared an Other Disclosable Interest on agenda item 18.1, Fairfield Villa due to their proximity to Fairfield Recreation Ground.

312/22 – DISPENSATIONS

Cllr. Gibbs and Cllr. Wilkes requested a dispensation on agenda item 18.1, and it was unanimously **RESOLVED** to grant this dispensation.

313/22 – MINUTES OF THE PREVIOUS MEETING

It was unanimously **RESOLVED** to approve the minutes of the meeting held on 5th September 2022 as a true record and the Chairman duly signed them.

314/22 – REPORTS FOR INFORMATION

Chairman’s Report

Chairman confirmed he was in the process of arranging a meeting with The United Charities to discuss their Minor and Capital Grant Applications.

Planning Committee Meeting

As the Chairman of the Planning Committee was not in attendance, no report was given.

Finance Committee Meeting

Finance Chairman confirmed the Finance Committee had agreed the timescale for the budget review which will be presented to Committee in November for approval in December Full Council. He also confirmed that the second phase to the upgrade of the lighting had now taken place.

315 – PKF LITTLEJOHN LIMITED ASSURANCE REVIEW

To confirm completion of PKF Littlejohn Limited Assurance Review for year ended 31st March 2022 has been completed and Notice of Conclusion of Audit has been prepared and displayed on the website.

316/22 – TO APPROVE THE RECOMMENDATIONS OF THE FINANCE COMMITTEE

It was unanimously **RESOLVED** to:

- Agree payments made in September.
- To approve the purchase of a replacement bin for Fairfield Recreation Centre at a cost of approx. £250.00.

317/22 – COUNTY AND DISTRICT COUNCILLORS

Cllr. May

- BDC are experiencing a major challenge around bin collections due to mechanical faults with the vehicles and Cllr. May apologised for the inconvenience, asking that councillors and residents bear with them as they are doing everything, they can do to resolve the situation.
- Currently in the arduous process of setting the budget for both District and County.
- Concern with regards social isolation in Fairfield due to the shop and now café closing. Had a meeting with the Church to look at options for a community shop/hub.
- The North Worcestershire corridor – A450, A456 and A491 – Midlands Connect are drawing up plans for creating more road capacity to alleviate congestion and air quality.

Cllr. Webb

- A new Highways Officer has been appointed – Richard Cenci.
- Confirmed had ordered a new VAS sign for Yew Tree Lane. The other sign by the Swan Pub is surrounded by trees so a solar sign would not work. Currently in the process of looking at other options for signs and will report back to the Council.

318/22 – CLERK'S REPORT AND URGENT DECISIONS

- Clerk confirmed she had met with Cllr's Gibbs and Wilkes to look at outstanding maintenance issues at Fairfield Rec and they would draw up a list of actions to take to next Finance Committee.
- **Reports for Parish Magazine** – it was agreed for Clerk to draft an article inviting parishioners to our next meeting.

319/22 – HIGHWAYS/MAINTENANCE

- **Parking in Fairfield Working Party/Speeding Traffic** – Nothing to report.
- **Agree locations for Platinum Jubilee trees** – this item was deferred.
- **Options for more parish council maintenance** – this item was deferred.

- **Remembrance Sunday** – The chairman confirmed he would lay the Parish Council wreath in Belbroughton.
- **Replacement Birch Trees on Belbroughton Village Green** – It was unanimously **RESOLVED** for Clerk to purchase three replacement birch trees and for Nigel Williamson to install them.

320/22 – PARISH COUNCIL OPEN LAND

Cllr. Mabbett confirmed that the Chief Fire Officer had stated that disposable BBQs should not be permitted on open land. It was noted that Bromsgrove District Council also has a BBQ Restriction Statement in force for their open spaces. It was agreed for Clerk to draft a Restriction Notice for the Parish Council to be agreed at the next Full Council.

321/22 – WEBSITE

Cllr. Carter confirmed he had looked at two options for redesigning our website.

1. To instruct a company to conduct the redesign and ongoing maintenance and,
2. To update ourselves.

As the first option involved a cost of £500.00 it was agreed that we would undertake the redesign ourselves. Cllr. Carter also suggested we should have our own council email addresses and would obtain a quote for the next meeting.

It was also agreed to add social media to the next agenda.

322/22 – REPORT OF PARISH COUNCILLORS

- Cllr. Mabbett confirmed the hedge on Yew Tree Lane was still in need of cutting back but that Cllr. Webb was aware and is chasing through County.

323/22 – RECRUITMENT OF NEW CLERK AND RESPONSIBLE FINANCIAL OFFICER

Clerk confirmed a vacancy would be advertised imminently.

324/22 – DATE OF NEXT MEETING – 7th November 2022, 7.00pm at Fairfield First School.

325/22 – FAIRFIELD VILLA LEASE NEGOTIATIONS

It was unanimously **RESOLVED** to agree that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the Press and Public are excluded from the meeting for the duration of the above item on the basis that the information disclosed will be prejudicial to the public interest by reason of the confidential nature of the business transacted.

The Working Party has met on several occasions as well as consulting with experts from other organisations. A Working Paper will be submitted to the next Finance Committee to be agreed and brought to Full Council.

The meeting closed at 9.05pm

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

Signed