

Minutes of the Meeting of Belbroughton and Fairfield Parish Council held at The Fairfield First School on 9th April 2018.

Present: Cllrs. J Bradley, J Boswell, A Hood, T Jones, A Mabbett, P Margetts, Dr R Morgan, S Pawley and, C Scurrall. **Clerk:** J Farrell. Five members of the public.

104/18 Apologies – Apologies were received and accepted from Cllrs. S Nock, G Parsons and, S MacDonald. Apologies were also received from County Cllrs. K May and S Webb.

The meeting adjourned, with Standing Orders suspended, for the ‘Open Surgery’ and also to listen to members of the public identifying matters of concern relating to the evening’s agenda.

The meeting re-opened.

105/18 Declarations of Interest - None. **106/18 Dispensations** - None requested.

107/18 Minutes

Council approved the minutes of the Council Meeting of 5th March 2018 and the Chairman signed the minute book.

108/18 Reports

Chairman’s report:

Cllr. Bradley informed members of the sad passing of Mrs Ruth Cherry the wife of former Parish Council chairman Tim Cherry. Council expressed its condolences and noted the funeral arrangements.

Planning Committee report: Council noted the draft minutes of the Committee meeting held 19th March 2018

Financial Committee report: Council noted the draft minutes of the Committee Meeting held 19th March 2018.

Clerk’s Report:

1. **Vacancies** - No applications have been received for the vacant councillor position in Fairfield.

2. **Fairfield Recreation Ground**

Car park extension - 2 quotes have been received for planning advice to take forward the pending planning application for increased capacity. A third is awaited and once received Cllr. Mabbett will recommend a course of action to a future Council.

3. **Traffic Calming**

We still await W.C.C. decisions on erecting speed camera warning signs and the new policy on use of electronic warning signs/cameras. Similarly we await any info from W.C.C. re speeding issues on Brook Road, Fairfield.

4. **Dropped kerbs**

No word yet on when the B.T. underground box on Stourbridge Rd is to be removed by B.T.

5. **Banking** HSBC have opened the an additional bank account which is to be used solely electronic Transactions, we await the confirmation of the access to the electronic payments facility.

6. **Dark Lane tree planting**

The golden weeping willow has been planted following the District Council’s tree officer’s confirmation that this was appropriate for the site.

7. **Precept 2018/19**

The first half of the Precept of £32,500 has been received via Bromsgrove District Council.

8. **Audits**

The revised requirements for the ‘Annual Governance and Accountability Return’ have been received from external accountants PFK – this and the internal audit will be dealt with by the clerk in the coming weeks. The A.G.A.R. will require minuting and then sign off by Council and the clerk at full Council on 4th June.

28.

Council requested that the clerk seeks a reason from W.C.C. for the delay in the removal of the B.T. box to enable the dropped kerbs to be progressed, since Cllr. Mabbett had felt the County were apparently not now able to fund the project. Cllrs. Webb and Amos will also be contacted.

109/18 Councillor Vacancy

Council approved the consideration of a second application received after the release of the formal agenda and information pack to members which had informed it of a single applicant.

Council considered the two applicants and upon a majority vote co-opted Ms Barbara Allington to represent the Belbroughton Ward.

The chairman thanked both candidates for attending and looked forward to Ms Allington completing procedural matters and formally joining the Parish Council at its next meeting in May.

110/18 Smartwater

Council noted a report circulated by Cllr. Jones.

Council approved by 5 votes in favour, 3 votes against and one abstention to the principle of providing 'Smartwater' kits for all homes in the parish area with a potential cost of £10,300. The practicalities of distribution would need to be assessed and considered by Council, it also noted that some homes would have already purchased their own kits.

Council agreed to invite the 'We Don't Buy Crime' representatives to present at the Annual Parish Meeting.

Action: Cllr. Jones with the clerk will assess logistics of progressing the project.

111/18 The Green Belbroughton

i.

- a. Council declined a request by the owner of the adjacent property No 10 High Street Belbroughton to fund the removal of vegetation abutting the said property.
- b. Council would however upon production of a 'Method Statement' consider giving consent to the home owner for removing at her cost, vegetation and soils abutting the said property.
- c. Council declined a request from the homeowner for her to purchase a part of The Green for her own uses.

ii. a. Council noted that the Agreement with the Developer of the adjacent land was now close to signing. Following its completion the Working Group will begin work on assessing improvement work at the site and also organising consultation with local residents.

112/18 Parish Action Plan

A draft Parish Action Plan drawn up by Cllrs. Bradley, Morgan, Mabbett & the clerk had been circulated. The Chairman highlighted four priority areas:

Traffic calming / green spaces / neighbourhood planning / progress on The Green Belbroughton along with the 'Business as Usual' activities.

Residents at the Annual Parish Meeting would be asked for their comments – with the next full Council in May adopting the plan, possibly having amended it following input from the A.P.M.

It would become a live document with probable quarterly reviews.

The Plan would be placed on the website.

113/18 Neighbourhood Plan

Cllr. Morgan advised:

- The meeting notes from the third steering group on 26th March have been circulated. The meeting was well attended.
- At the meeting, he made a presentation on the Hearn report. The slides from the presentation have been uploaded to our Parish Council Website.

- After a full discussion the Steering Group agreed the following
 - Response to the District Council's (DC) Green Belt Review
The Steering Group will prepare a response to the DC's methodology for its Green Belt Review as part of the NHP process. This will form a discussion to determine the Parish Council's response.
- It was agreed to progress a grant application to the Localities Commission when the new application window opens. The higher level political situation both at District Council, West Midlands and National levels will be closely monitored.
- Requirement for Expertise and General Assistance
To assess residents' views on how the neighbourhood should be shaped in the future and to establish if there is an appetite for a neighbourhood plan, a survey will need to be undertaken which is robust and valid and this will probably require paid specialist expertise. Individuals with project management skills will also be sought as well as volunteers for general assistance with the task.
 - **Liaison with the Parish Council**
It was agreed that this is happening naturally and feedback from the NHP group will be presented at the Annual Parish Council Meeting on April 30th, 2018.
- Communication Methodology
Residents can be contacted directly by email and mail shot. Residents can also access information via the Parish Council website. The needs of those residents who do not.
- Open Discussion centred on the following
 - The scope of the NHP can be wider to include social projects.
 - NHP can be used to encourage developers to contribute to social projects within the neighbourhood.
 - An expanding community can add to the vibrancy of the neighbourhood.
- Further meetings will be arranged as appropriate.

114/18 Annual Parish Meeting – Belbroughton Church Hall

Council noted the date of the meeting 30th April. Annual reports will be delivered briefly by the Parish Council chairmen with more time devoted to the 'Parish Council Action Plan', Neighbourhood Planning and footpath wardens' updates. Invited speakers: the Fairfield W.I. and the 'We Don't Buy Crime' initiative.

115/18 General Data Protection Regulations

a. The clerk outlined the requirements of the new regulations, including the need for a data audit, issue of new Privacy Notices and obtaining consent forms. Also, the council's policies and procedures will need to be amended. The appointment of a Data Protection Officer is recommended by N.a.I.c. and the S.L.C.C. to be delayed until it is clearer as to whom may carry out such role.

b. Council felt the initial Privacy Notices and consent forms from N.a.I.c. were overly wordy and not particularly resident friendly and deferred approval until the May council awaiting any further guidance from national advisory bodies on 'lighter touch' documents.

Action: Council to approve required forms at May council.

116/18 Councillor Items

Cllr Jones requested a future Council considers installing ‘No dog fouling signs’ at Fairfield Recreation Centre.

Cllr. Margetts requested a future Council considers ‘No Parking’ signs on the land adjacent to the entrance to Woodgate Way, Belbroughton.

Cllr. Margetts commented that road repairs by W.C.C. were of questionable quality where there were joints to the older road surfaces and requested and, Council agreed that Highways and C.Cllr. May are asked to inform Council by way of report of the County’s policy. The issue of the state of the roads will also be on the next Council agenda.

Cllr. Mabbett reported on a meeting he had attended in Catshill with Cllrs. Jones and Morgan organised by C.Cllr. Webb to discuss a road closure in Bournheath which will be in place until June, and require the re-routing of HGVs. Richard Clewer of Highways had advised that signage was up to ensure traffic used Brook Road.

The increased use of HGV traffic in Yarnold Lane was also discussed, being due to largely to two businesses in the locality. While inconvenience is caused there was no real solution from Highways, albeit the businesses could be encouraged to use offloading in Stourbridge Rd.

Cllr. Boswell felt that there was a great deal of mud on and damage to the roads as a result of the Barhale work on the water pipeline. Members felt that there was a useful contact number for the company (01299 663490) who when approached previously had been very quick to respond to residents’ requests.

Cllr. Pawley thanked the Parish Council on behalf of Sarah Hunter the beneficiary of a grant to assist her with holding first aid courses in Belbroughton. These had been well attended and more were planned. Council commented that a further minor grant for assistance would be considered.

Cllr. Scurrrell advised that the District Council had set up a task group to review parking outside schools and suggested that the Traffic Calming Working Group assessed participating in the District Council’s review.

The Meeting was closed at 9.45 p.m.

Signed Chairman