

**Minutes of the Meeting of Belbroughton and Fairfield Annual Parish Council
held by video conference on 4th May 2020.**

Present: Cllrs. S Danks, A Hood, G Ingram, A Mabbett, Dr R Morgan, S Nock, S Patchell and, S Pawley. Clerk J Farrell. County & District Cllr. K May, County Cllr. S Webb.
2 members of the public.

114/20 Election of Chairman

Cllr. Dr. R Morgan was elected and verbally accepted the Declaration of Acceptance of Office and undertaking to observe the Code of Conduct. The signed Declaration to be returned by post.

115/20 Election of Vice Chairman

Cllr. S Nock was elected and verbally accepted the Declaration of Acceptance of Office and undertaking to observe the Code of Conduct. The signed Declaration to be returned by post.

116/20 Apologies

Apologies were received and accepted from Cllrs. B Allington, J Boswell and, G Parsons.

117/20 Declarations of Interest None. **118 /20 Dispensations** None requested.
The meeting adjourned, with Standing Orders suspended, for: 'Open Surgery' to listen to members of the public identifying matters of concern relating to the evening's agenda or any other issues.

119/20 Minutes

Council approved the minutes of the Council Meeting of 6th April 2020.

120/20 Reports

Chairman's report: No report, the Chairman however thanked members for his re-election.

Planning Committee report:

Council noted the draft minutes of the meeting held 20th April 2020.

Financial Committee report:

Council noted the draft minutes of the meeting held 20th April 2020.

The clerk on enquiry confirmed that the council insurance policy was for a one year term and was due for review in September.

Clerk's Report:

- 1. Little Bell Hall Pool:** A contractor will be strimming back some of the spring vegetation.
- 2. Lengthsman Scheme:** The County Council has restarted the scheme with provisos on no contact with public – Nigel Williamson has accepted the new Risk Assessment for the role. This R.A. has been noted and accepted by W.C.C and Worcs. Calc. Work will cover drainage and vegetation clearance only.
- 3. The Green, Belbroughton** – The hedge and trees installation contractor has been watering the new hedge and trees regularly during the dry spell.

31.

4. Internal audit – The Council’s internal audit is in process with the clerk supplying the auditor by post with the 2019/20 accounts records by password protected memory stick with additional information required sent via e mail.

County and District Cllrs:

A report had been circulated on County matters from Cllrs. May and Webb.

D. Cllr. May confirmed that garden waste collections were recommencing this week.

C.Cllr. May advised;

120k pairs gloves had been acquired by W.C.C. and it these were for assisting with needs in community.

Roads resurfacing work is increasing across Belbroughton with some 9 sites earmarked.

C.Cllr. Webb advised that resurfacing was due on Swan Lane, Fairfield in due course, but immediate emergency works there were already planned.

Both appreciated support of parish councils.

121/20 Meetings 2020

Council confirmed that the remaining Council and Committee 2020 meetings would continue to be held on the first and third Monday evenings respectively excepting in August when there would be no meetings.

Council felt that the present virtual meeting format was successful and that this would need to continue for the foreseeable future.

122/20 Parish Council Governance

a. Council noted the previously circulated policy and procedure documents and approved adopting the following for the coming 12 months:

Standing Orders, Scheme of Delegation, Code of Conduct, Financial Regulations, Complaints Procedures, Freedom of Information Policy, Press and Media Policy, Filming and Recording Procedures, Data Protection Policy (G.D.P.R.), Equality-Diversity Policy, Health & Safety Policy, Publications Scheme and Death of National Figure Procedures.

b. Council noted the previously circulated Parish Council Asset Register, Insurance Policy, Risk Statement and Risk Appendix and to agreed that no amendments nor other actions were required.

123/20 Membership of Committees, Working Groups and, appointment of members to outside bodies

Council agreed the following memberships for the coming 12 months:

Planning Committee: Cllrs. Allington, Boswell, Danks, Ingram, Parsons, Patchell and, Pawley.

Finance Committee: Cllrs. Homer, Hood, Ingram, Mabbett, Morgan and, Nock.

'Working Groups':

The Green, Belbroughton: Cllrs. Allington, Homer, Nock, Patchell & Pawley.

Traffic Calming: Cllr. Mabbett.

Little Bell Hall Pool – Cllrs. Allington, Homer, Hood, Nock, Patchell & Pawley.

Local Quarries - Cllr. Hood.

Outside Bodies:

Worcs. Calc. - Cllrs. Morgan and Nock.

Belbroughton Recreation Centre – Cllr. Pawley.

Belbroughton United Charities – Cllr. Boswell.

Wildmoor Residents Association – Cllr. Hood.

Council noted that there remained two vacancies for the Fairfield ward and a renewed effort would be made recruit using notice boards and social media.

124/20 Traffic and Maintenance issues – Fairfield

Council noted an update report from County Cllr. Shirley Webb addressing the issues raised at the meeting held 15th January with the clerk and Cllrs. Mabbett and Morgan:

*“**Yew Tree Lane** dropped kerb, our specialist team has looked at this and come up with a solution. There is very limited visibility when crossing Yew Tree Lane from the direction of number 25 Stourbridge Road. The whole idea of a dropped kerb would be to accommodate the likes of a mobility buggy, bearing in mind that the occupant would be seated up to 800mm from the front of the buggy they would have to drive onto the road before they could see around the corner, which could result in them being hit by an oncoming vehicle. For this reason the specialist team have drawn up a scheme that crosses the Stourbridge Road. The cost of such a scheme will be in the region of £10,000.*

***Mini Island** – due to be relined again soon (it was done last year). FVCA reported this island as having a missing bollard. Upon checking with highways, one was never put in as this would stop the residents at 'The Old Post Office' turning right out of their property.*

***Brook Road** – we will do a speed monitoring exercise again once Lockdown has been lifted, I will then look into having the 30 mph reduced along the lane depending on results of the survey.*

***The hard standing** has now been completed to enable the enforcement officer to position there. Hopefully it won't be too long before the officer is back again. I can contribute £500 divisional funding towards the payment to the parish council.”*

Council thanked C.Cllr. Webb for her contribution of £500 towards the costs of the hardstanding installation

“Traffic Regulation Order - from Stoneybridge Island, consultation has started to reduce speed from 60 to 40 mph up to nearby Orchard Farm when the speed will then change to 30mph. Relining of the road will also take place to give the impression the lane is not as wide. New painted road signs will also be done at the same time.

Swan Lane – drains have all been cleared (as well as Stourbridge Road) and potholes repaired. Resurfacing is also due to take place once lockdown is over.

There have been a few reports of hedges that need cutting back within the village, we have agreed the parish lengthman will maintain these on a regular basis, but subject to lockdown restrictions.”

Cllr. Mabbett questioned progress on issue of promised signage to encourage H.G.Vs to divert away from Fairfield.

Cllr. Webb would revert on this.

He also questioned the Yew Tree Lane dropped kerb proposal that this was not the best solution for people coming from Catshill.

Cllr. Webb advised that sight lines dictated the plan put forward was according to Highways the only option.

125/20 Grants

In view of the current health crisis Council agreed to extend the expiry date for applications for Parish Council Capital and Minor grants from 31st May 2020 until 31st December 2020.

126/20 Belbroughton Sign

Council approved in principle assisting a local resident with the refurbishment costs of the ‘Belbroughton Sign’ located at 81 High St Belbroughton.

County Cllr. May indicated that since this was a community asset, she would cover the cost from her ‘Divisional Fund’.

127/20 Councillors’ Items

Cllr. Danks highlighted the appeal lodged by applicants of Dolphor House, Sandy Lane, Wildmoor after refusal of a ‘lawful use certificate’ for the waste transfer station by the County Council.

The Planning Committee would discuss a response to the appeal on 18th May.

Cllr. Nock questioned the work on Dordale Rd regarding fibre roll out and its reach.

C.Cllr May advised 140 homes are to benefit. Individuals are able check progress and both their potential and current broadband speeds via B.T. website.

The meeting was closed at 8.10pm

To be Confirmed by future Council Minute.