

STOKE PARISH COUNCIL

A meeting of Stoke Parish Council was held in The Hall Annexe at Avoncroft Arts Centre, Stoke Heath on the 8th January 2018.

Present: Councillors Peter Williams (Chairman), John Ellis (Vice Chairman), Sue Abel, Liz Eden, Jill Howe, Chris Jewson, Alyson Jewson, Liz Miller and Keith Shakespeare.

In attendance: Neil Gulliver (Parish Clerk) and 2 members of the public.

001/18 Apologies

Apologies were received from Diane Brown and D/Cllr Mike Thompson.

002/18 Declarations of Interest

John Ellis declared a personal interest in Agenda item 8.

003/18 Requests for Dispensation

None.

004/18 Adjournment of Meeting for Public Question Time:

1) Members of the Public

There were no issues raised by members of the public.

2) County Councillor Chris Bloore and District Councillors Malcolm Glass and Mike Thompson

There were no County or District Councillors present.

005/18 Minutes of the Meeting held on the 5 December 2017

The minutes of the meeting held on the 5 December 2017 were approved and signed by the Chairman.

006/18 Urgent Decisions since the Council's last Meeting

The Chairman stated that there had been no urgent decisions since the last meeting.

007/18 Planning Applications

- i) 17/00521/OUT – Great Western House, Shaw Lane, Stoke Prior – Outline application for the erection of a terrace of 4 x 2 bed houses with all matters reserved except for details of access and layout.**
- ii) 17/01392/FUL – Petrol Station, Unit 4, Buntsford Park Road, Bromsgrove – Proposed installation of canopy & portakabin within area of supermarket car park to create car park valeting franchise.**
- iii) 17/01399/FUL – 2 Granary Road, Bromsgrove – Proposed single storey rear extension.**

The Parish Council had no objections to these applications.

008/18 Finance

(1) Invoices for Payment – December 2017

It was unanimously agreed to approve the list of payments circulated at the meeting.

(2) Financial Management Statement for December 2017

This was noted.

(3) Budget and Precept for 2018/19 Update

The Clerk asked the Council to defer consideration of this item until the next meeting as there may need to be some amendments depending upon the decisions reached later in the meeting.

009/18 Appointment of an Assistant Clerk

After opening comments by the Clerk, the Parish Council unanimously agreed to proceed with the appointment of an Assistant Clerk and to approve the job description and person specification as presented at the meeting. It was agreed that the number of hours the Assistant Clerk would work to be agreed between the Clerk and the Chair. The Clerk agreed that he would go ahead and draw up a suitable advertisement for the post.

010/18 Parish Event 2018

The Chair had commented on the success of last year's Film Night and explained that he was making enquiries about holding a similar event this year using a local company. The cost of using this company would be considerably less than last year and would mean that funds would be available to provide additional entertainment before the film started. After discussion, it was unanimously agreed to hold a Film Night in 2018 on a date to be agreed in July.

011/18 Review of Risk Management Arrangements

Having considered the Clerk's comments, the Parish Council unanimously approved the Parish Council's Risk Management Register.

012/18 Project Updates

Jill Howe reported that the Parochial Church Council were liaising with Cty Cllr Chris Bloore regarding the footpath at the church.

Sue Abel reminded the Parish Council that they had agreed to install a conservation board at the church and it was agreed that she would work with Jill Howe and the Clerk on this project.

The Clerk reported that the defibrillator was on order and that the storage container was now in place.

013/18 Diary Commitments

None.

014/18 Correspondence

The Clerk reported that he had received a letter from Diane Malley, the Parish Council's existing internal auditor asking if the Parish Council wished her to continue in this role. The Parish Council agreed to continue with Diane Malley.

The Clerk added that the law was changing with the introduction of the new General Data Protection Regulations and all organisations were required to be compliant by the 25 May 2018 and to appoint a Data Protection Officer. Given the complex nature of the new regulations, Diane Malley had offered to carry out the DPO function on behalf of the Parish Council and was happy to quote for the work. It was agreed to request a quote but to also seek the advice of CALC on these new regulations before committing to any expenditure.

015/18 Councillors' Points of Information and Items for Future Meetings

John Ellis thanked the Chair for the Christmas meal he provide for the Parish Council.

Keith Shakespeare commented on the poor state of Westonhall Road as a result of the lorry traffic in and out of the new building site. The Clerk and the Chair agreed to take the matter up with Barratt Homes and arrange a meeting with the Site Manager.

Liz Miller commented on the use of the speed camera along Shaw Lane which appeared to be less than effective as it was not in situ at the peak traffic times. The Clerk agreed to follow this up with West Mercia Police.

Jill Howe commented on the block gully at the junction of Shaw Lane and the B4095 which was causing problems particularly when the road was icy. The Clerk stated that this had already been logged with the County Council.

The Clerk reported that the Parish Lengthsman was carrying out the major litter pick across the parish and to date 64 bags of litter had been collected. He suggested that in order to keep on top of this problem this work should be carried out every 6 months in future and a sum be included the Parish Council's budget. It was unanimously agreed that £600 be allocated in the budget for 2018/19 but that the Clerk write to the District Council to see if they would be willing to help with this work.

016/18 Date of Next Meeting

It was noted that the next meeting would be held on Monday 5th February 2018 commencing at 7.30pm at the Hall Annexe, Avoncroft Arts Centre, Stoke Heath.

The meeting closed at 8.30pm

Chairman