

# CODSALL PARISH COUNCIL

## MINUTES

Council Meeting held in the Parish Chambers,

Station Road, Codsall

on Wednesday 10<sup>th</sup> July 2019 at 7.00pm. following Planning

Two members of the public was present.

**Present: Parish Councillors:** Mrs V Chapman (Chairman), L Carpenter, M Adams, Mrs S Adams, T Jeavons, I Kenyon, N Loftus, Mrs A Morrison, B Spencer, P Wright;  
**Parish & District Councillor:** Mrs M Barrow

### 1. APOLOGIES

Apologies for absence were received and accepted from Councillors: Ewart, Holland, Jenkinson and Michell

### 2. DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Declaration of a non- pecuniary interest was received in relation to agenda item 6.4.3 from Cllrs Barrow, Chapman, Kenyon and Loftus as CCG committee members.

There were no written requests for dispensation received.

### 3. PUBLIC PARTICIPATION

A resident asked about the Business Plan; is there document evidence to support the Business Plan?

### 4. MINUTES

**Resolved** that the Minutes of the meeting held on Wednesday 12<sup>th</sup> June 2019 be approved and signed as a true record.

### 5. POLICE REPORT

#### 5.1 Crime and anti-social behaviour figures for Locality 4

##### Police Crime and ASB Report received - 11.6.19 to 9.7.19:

There have been two burglaries over the last month, one at an address in Codsall Wood and one at an address on the Wolverhampton Road.

In both incidents' offenders forced entry through the patio doors.

A van parked in Cranford Crescent was broken into and the contents (estimated value of £800.00) was stolen. A neighbour fortunately witnessed the crime and was able to pass on information to the officers which is being investigated.

Calls have been received from residents whose driveways along Hushpins Lane are being blocked by people parking their cars whilst attending to their horses.

The picnic benches and waste bin on the Codsall Village Hall playing fields have been damaged.

Cllr Spencer said adopting a priority plan by the Police and to look at a consultation with the Village Hall Management Committee to discuss the Village Hall being monitored on a regular basis to try and reduce the anti-social behaviour.

Police were called to Moatbrook Lane on 4<sup>th</sup> July to reports of an out of control fire caused by youths setting fire to the dry grass.

On arrival no youths could be seen but there was evidence of a small fire.

[Cllr Carpenter arrived 7.20pm]

On 10<sup>th</sup> July a speeding camera was in operation in the village; Councillors thought that it would be interesting to see the results.

## 6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

**6.1 Community Infrastructure Levy (CIL)** – *[update to agenda item 6.1 – 12<sup>th</sup> June 2019]* – a fact sheet produced by the Clerk on steps to be taken by the Planning Authority for the Introduction of CIL was considered.

### **Matter of report.**

**6.2 Neighbourhood Plan** – *[update to agenda item 6.2 – 12<sup>th</sup> June 2019]* – consideration was given to the following documents: Neighbourhood Plan Mind Map, Road Map, Process Map and Neighbourhood Planning – A simple guide for Councillors (the simple guide was produced by the Planning Advisory Service – Local Government Association).

**Resolved** that the Parish Council would go ahead with initiating a Neighbourhood Plan; any Councillor wishing to be involved to advise the Clerk.

**6.3 Business Plan 2020-23** – adoption of the draft Business Plan for 2020-23 was considered.

**Resolved** that the draft Business Plan be adopted and the adopted Business Plan to be brought back to October's meeting for review.

**6.4 Open Spaces** –

**6.4.1** An Open Spaces Notes Report from the Clerk following site meetings was considered.

The Council **resolved:**

- Codsall House Field - the estate fence to be totally replaced over the next three years, and to build up a reserve in the budget to cover the expenditure.
- War Memorial - the following publications: War Memorial Trust on Conserving War Memorials & The Conservation, Repair and Management of War Memorials, should be adhered to and only sympathetic conservation work to be carried out to stabilize and repair the surrounding garden wall and replace missing stonework and for the concrete paving to be replaced with flagstones to match ones on site. Coping stones to be added to deflect water runoff from the dedication plaque.
- The dedication plaque and names of the dead to remain untouched.

**6.4.2 Watery Lane Allotments** – a memo from the Clerk to Councillors regarding required tree works on Watery Lane Allotment Site with an aerial shot of the trees concerned was considered. Total cost of recommended works £4,040.00 +VAT.

Following discussion, a vote was taken for approval of the recommended works to be undertaken.

For 9; Against 1; Abstention 1.

**Resolved** approval for the tree works to be undertaken at a cost of £4,040.00 +VAT.

[Kenyon, Loftus, Chapman and Barrow left the room for the following discussion; Cllr Spencer took position of Chairman during discussion]

**6.4.3 Community Fun Run** – an email dated 1<sup>st</sup> July from Codsall Community Group, seeking permission for the use of Oaken Field to hold a Community Fun Run on 8<sup>th</sup> September 2019 was considered.

**Resolved** that Codsall Community Group are given permission for the use of Oaken Field on 8<sup>th</sup> September in order to hold the Community Fun Run.

[Kenyon, Loftus, Chapman and Barrow returned to the Chambers; Cllr Chapman returned to the position as Chairman]

**6.5 Communications Mast at Histon Hill** – an email dated 21<sup>st</sup> June from a resident regarding their objection to the recently installed communications mast and grey boxes at Histons Hill was **received and noted.**

**6.6 Public Footpath Obstructions** – an email dated 17<sup>th</sup> June from Staffordshire County Council Rights of Way Team regarding the maintenance of C3 Class footpaths was considered. Cllr. Spencer said there is only a small amount of money available, there are issues of health and safety, a tool kit is available from the County Council to help in this matter. We have a duty of care if volunteers are to help keep the footpaths clear. Need to look if the Community Group would be willing to help clear the footpaths. Concerns were raised of how to dispose of the green waste following any clear up works.

**Resolved** that the item to be brought back to the September meeting.

**6.7 Wheel Field Slip Road Parking** – [*Deferred from the meeting held on 12<sup>th</sup> June 2019*] an email dated 25<sup>th</sup> May from Cllr Kenyon was considered.

**Resolved:** as there are no S106 money available at present, demarked parking by the Wheel Field would be considered for inclusion within the proposed Neighbourhood Plan.

**6.8 Statement of Community Involvement (SCI)** – an email dated 12<sup>th</sup> June from Staffordshire County Council for comments from Codsall Parish Council on the draft revised Statement of Community Involvement from the Parish was considered.

**Resolved** that the Clerk responds to the email.

**6.9 Speed indication devices (SID's)** – an email dated 4<sup>th</sup> July from South Staffordshire Council requesting the Parish Council to nominate two locations to be considered for SID's. Nominations to be received by 11<sup>th</sup> July 2019.

**Resolved** for one SID to be sited on Watery Lane by the allotment site and one SID to be sited on Wood Road, Codsall Wood before the National Speed Limit sign.

**6.10 South Staffordshire Open Space Assessment** – a letter and questionnaire dated May 2019 from Knight Kavanagh & Page Ltd to carry out an assessment of Open Spaces on behalf of South Staffordshire Council was considered.

**Resolved** that Cllrs Holland, Barrow and Chapman to complete the questionnaire on behalf of the Parish Council.

## 7. ACCOUNTS

**7.1 Resolved** that the report on Council Finances for year to 30<sup>th</sup> June 2019 be approved.

**7.2 Resolved** that the schedule of payments to 11<sup>th</sup> July 2019 be approved.

**7.3** 1<sup>st</sup> Quarter Budget 2019/20 Review, Clerks report, Income and Expenditure Account and Balance Sheet up to 30<sup>th</sup> June 2019 were received.

**Resolved** acceptance of the presented reports.

**7.4** Confirmation by the Chairman of the authorisation of the Clerks time sheet.  
**Matter of report.**

## 8. COUNTY COUNCILLOR'S REPORT

A report from County Councillor Bob Spencer:

- The extra highway funding for County Councillors of £20,000.00 has caused some issues, as for once County Council moved too quickly, before match funding could be consulted upon – both projects for Codsall & Bilbrook are now almost complete however County Highways and Amey have guaranteed added value and even if they have to come back to do the match funding works, as much area again, will be carried out with the match funding grant given by the Parish Council.
- County Councillors Allowance of £7,500.00 is being spent on yellow lines for parts of the Chillington Estate and Birches Road; Birches Road is a safety issue as it is on a major bus route so there is an argument that funding should fall under the Highway budget and not the allowance .
- Clearing Rights of Way footpaths – match funding – people helping people fund; however, it cannot be a contribution, there is a strict criteria.
- Some grant applications come again and again, are there other people/groups/organisations out there in need of funding? If you are aware of local groups in need of funding could Councillors make them aware of the grant.
- Councillors call for action on parking issues in Codsall and Bilbrook.

- Data champion session Safer Neighbourhood Panel. Visibility is maintained electronically. If the right questions are asked, we can influence police priorities, we deserve the same police presence as the rest of Staffordshire.
- Potholes repaired by County Council are now done in days. Severn Trent however are responsible for the pothole at the traffic lights at Histons Hill.

#### **9. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)**

There were no Minutes received for consideration.

#### **10. DISTRICT COUNCILLOR'S REPORT**

Report from District Councillors:

- Lots of training and refresher courses.
- 95% of people are very happy with their waste collection service.
- Keep green bins - a positive response.
- Fines made for fly tipping is ongoing.
- More policing in our area and targeting suggested issues.
- The proposed changes for the District Council building look very inventive, the new plans look good. A lot of staff are now choosing to work from home. There are currently 28 businesses using desks, new businesses/partners are still moving in. Retail – charity – equipment to move in within the next 18 months. More parking to be provided to accommodate for the expansion of services. The Library will be moved to the front. There will be a Doctors surgery and 11 consultation rooms where the library is presently located. The Library will remain on site but in a new location as it is the biggest and the best in the southern part of the County.
- Fly tipping at Pendeford, highways are looking into possible closing of the road, could possibly put bollards up. They are looking at the legality.

#### **11. Councillors and Clerks Written Report**

A report from the Clerk was received and noted.

#### **12. OTHER CORRESPONDENCE**

- 12.1 Staffordshire Parish Councils Association** – bulletins dated 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup> and 27<sup>th</sup> June 2019 were received and noted.
- 12.2 National Association of Local Councils** – bulletin dated June 2019 was received and noted.
- 12.3 SSDC – Council News Round-up** – issues 122 and 123 were received and noted.
- 12.4 South Staffordshire Street Scene** – a Street Scene Update was received and noted.
- 12.5 HM Revenue & Customs** – Employer Bulletin issue 79 June 2019 was received and noted.

**13. HIGHWAY ISSUES**

Cllr Morrison said it had been brought to her attention by an allotment holder that the entrance/egress at Watery Lane Allotments is dangerous, especially if exiting onto the left towards Brewood because of the angle of the driveway the corner is cut off.

*[In accordance to Standing Orders 1.1.iii – the meeting **resolved** to suspend Standing Orders]*

Cllr Spencer said that the Staffordshire County Council had looked at the entrance of the allotment site a few years ago and that then they considered that the egress was not dangerous, (there is a specific way to calculate whether an entrance/exit is dangerous). If it is only a small amount of work the Parish Council could look how much it would cost, funded may be met using the County Councillor Fund.

**Resolved** for the Clerk to investigate how much entrance modification works would cost.

**NEXT MEETING**

**Wednesday 11<sup>th</sup> September 2019**

[Meeting closed 9.05pm]