
Business Plan Committee

held at the Parish Council Offices, Station Road, Codsall, on
Monday 5th June 2017 at 10.00am.

MINUTES

PRESENT: Cllrs B Holland (Committee Chairman), Mrs M Barrow,
Mrs V Chapman and I Kenyon

1. Apologies for absence received and accepted from Cllrs Spencer and Jeavons
2. Declarations of Interests - none
3. The minutes of the meeting of 10th April 2017 were received and approved by the meeting.
4. The Chairman with the permission of the Cllrs present wished to deviate from the Agenda, to raise the following:
 - Station Car Park Management /Construction –
Cllr Holland asked the Clerk when the construction of the Car Park would commence.

The Clerk advised Cllr Holland that commencement could only start after certain planning conditions had been met, one being the yellow lines have to be in place.

Councillor Holland asked the Clerk for a timeline.

The Clerk advised the meeting that it would be difficult and inappropriate at this stage to put any accurate timeline in place as Staffordshire County Council are still in the process of the consultation for the yellow lines and the main Council at the meeting to be held on 28th June will formally decide the way forward now that we have received planning permission for the car park; the Main Council may wish that a Car Park Committee is appointed and if this were the case, it would be up to the committee to draw up a timeframe, if the Main Council did not resolve to appoint a committee or delegate to an established committee, then it would remain the responsibility of the Main Council to decide.

Councillor Holland said he would like a time line, the clerk reiterated what she had already said.

- Lone Singer Gardens
Cllr Holland asked the Clerk for an update.
The Clerk advised that the approved tree works had been carried out and the Mural almost completed by the students from Codsall Community High School; everything appears to be on track for the Opening ceremony in September.

Councillor Holland asked the Clerk when the Mural would be completed by the High School.

The Clerk advised the meeting that from the last update by the schools' Art teacher, the Mural should be completed by the end of June, however, students were presently sitting their exams and are having to fit it around their schedules.

Councillor Holland wished for a date – the Clerk advised that an exact date may be difficult to obtain, but as advised, the end of June is probable.

Cllr Holland again requested the Clerk for a date for the completion of the Mural by the High School. The Clerk advised that she could give a date, but this would have no substance, but is quite certain that the Mural would be completed by the end of June.

Cllr Barrow advised that the Mural would have to be completed by the mid of June because of the Art students, Art portfolio's and worse scenario before the second week of July because the school would close for the Summer holidays.

Councillor Holland requested a more detailed planting scheme than the one approved by the Council at the meeting of the Council on 12th April. The Clerk advised that she would speak to Boningales to see if a more detailed plan could be provided but would be uncertain if this might cause delays to the schedule or incur further expense.

Cllr Holland said he did not wish to delay the project, but it was hard to visualise the plan by plant names only.

The Clerk advised that if the meeting wished, she could provide to a future meeting of the Council, a picture key, showing a picture of the plants listed in the design.

Resolved that the Clerk brings to a future meeting of the Council a picture key of the planting scheme.

- Codsall Wood Noticeboard/Village Map
Councillor Holland asked the Clerk why it had not been done.
The Clerk advised that the main council at the meeting of 12th April 2017 had approved a non-illuminated display board however, the groups' request was for an illuminated board, she had written to Codsall Wood Committee to advise them of this and asked if the

Council could receive confirmation from the Committee that they would be satisfied with a non-illuminated board, if the committee felt that an illuminated board was necessary, then the group would need to fund the cost difference. No response had yet been received and the Clerk advised that she is reluctant to progress until the Council receives confirmation.

Cllr Holland said he would speak to Codsall Wood Committee for confirmation, then asked the Clerk if the group was happy with a non-illuminated sign, when would the work be carried out. The Clerk advised that South Staffordshire Planning department would have to be consulted to establish if the board would fall under permitted development and then the board would have to be ordered and fitted. This could be done during summer recess.

Councillor Chapman said the Map Display Board could incorporate a planter. The Clerk advised that at the Open Spaces meeting held in March, planters in Codsall Wood and Oaken had been considered, but maintenance of the planters needed further investigation, and was being looked into by two Cllrs of the Open Spaces Committee.

- Business Questionnaire - Business Forum. The meeting discussed distribution of the results and discussed holding a Business Forum meeting – no decision was made.
- Housing Need Survey
Councillor Holland asked for an update – the Clerk advised that following the Council meeting in April, that as Councillors had not forwarded any suggestions the draft copy of the survey provided by the Housing Association would be used, the questions have been copied onto the Parish Council's letterheaded paper and emailed back to the Housing Association. The surveys would be sent out to all Codsall residents by the Housing Association and the results would be analysed and presented back to the council at a future meeting by the Housing Association.
Council Holland asked the Clerk for a timeline. The Clerk advised that she had not set a timeline as it is a Housing Association initiative/project; the Housing Association are keen for the scheme to go ahead therefore they will be proactive in making it happen, however they will have their own schedules.
- Trim Trail/Areas
Councillor Holland asked why this had not gone ahead. The Clerk advised that the Open Spaces Committee were dealing with this as an appropriate site has yet to be identified; originally the Open Spaces Committee wanted the equipment placed on Chapel Lane Playing Field, but some doubts have now been raised by Codsall Community Group despite previously supporting the location.

The meeting then went onto talk about the equipment being placed on Codsall House Field.

The Clerk then advised Councillors of the remit of the Business Group Committee and warned that if the group deviated from the remit, the committee could find that they were stepping on the toes of other committees of the council.

5. To the Business Questionnaire Analysis Report for distribution by Committee Members – see above
6. To consider the Business Plan – the second edition copied out to councillors was not considered during the meeting.
7. A.O.B. none
8. Date of next meeting – tbc

The Clerk asked her leave of the meeting due to her busy work load.

The Clerk left the Chambers at 11.15pm