

## KINLET PARISH COUNCIL.

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 17<sup>TH</sup> MAY 2021 IN THE VILLAGE HALL COMMENCING AT 7.30 P.M.

**PRESENT:-** Mr P. Kirton (Chairman), Mrs J. Rowley, Mr. C. Lloyd, Mrs M. Quick, Mr R. Oakley, Mr P. Horsfall, Mr P. Robinson, Mr K. Shepherd, Mr. D. Haywood and Mrs J. Burgess (Clerk)

Also in attendance – Mr. S. Harris.

Prior to the commencement of the meeting all councillors signed their Declaration of Acceptance of Office forms, which were witnessed by the clerk, and the chairman welcomed Mr. K. Shepherd and Mrs M. Quick to the council.

**1.ELECTION OF CHAIRMAN.** It was proposed, seconded and unanimously agreed that Mr. P. Kirton be re-elected to this position and he signed his Declaration of Acceptance of Office.(3)

**2.APOLOGIES.** Apologies were received from Mr. G. Butler.

**4.ELECTION OF VICE CHAIRMAN.** It was proposed, seconded and unanimously agreed that Mrs J. Rowley be re-elected Vice chairman.

**5. ELECTION OF OTHER REPRESENTATIVES.**

Mr D. Haywood, Mr P. Horsfall and Mr R. Oakley would be the representatives for the Village Hall, Mr P. Robinson would be the representative on the Area Committee and Mr. Haywood would be the representative on the Cleobury Youth Partnership – all after proposal, seconding and with unanimous agreement.

**6. APPROVAL OF BANK RECONCILIATION and RECEIPTS & PAYMENTS ACCOUNTS AS AT 31.3.2021.** Proposed, seconded and unanimously approved

**7. PUBLIC PARTICIPATION.** There were no members of the public present.

**8. MINUTES OF THE APRIL MEETING** were taken as read and unanimously approved by all present at that meeting after being proposed and seconded.

**9. MATTERS ARISING.**

1. HIGHWAY MATTERS. **a. Work Outside Worcestershire Marble** – S.C. had advised that this work had been programmed to take place under a temporary road closure with proposed dates between 29/6/2021 and 13/7/2021 between 9.30 a.m. and 16.00 p.m. A local diversion would be in place. **b. Roadside Parking at Button Oak.**

This was still taking place and the police would be asked again to investigate this matter which was causing an obstruction. **c. Sunrise Cottage.** No further problems reported – assumed matter resolved. **d. Diamond Buses/Parking.** The clerk would contact the company again as it had been noticed that the buses still appeared to be waiting to make up time which the company had advised would not happen again. **e. Traffic Survey at Kinlet.** Awaiting date of installation of the speed wires here. **f. Additional Signage on B. 4194.** S.C. had advised that the matter was being considered in conjunction with all the other traffic management/road safety requests, but pointed out that there was only limited funding for minor works schemes and these were considered/assessed on a priority basis – ongoing. **g. Cats Eyes Replacement** - Update anticipated later in the week. **h. Pothole Situation.** Not all the repairs had been carried out in Meaton and Sturt Lanes. Repair carried out at Nortons End Bank had dropped and Sides of road still badly broken away at top of Kinlet Bank.

**i. Lengthsman's Update,**

Still outstanding work – Mr. Lloyd would have a chat with him re whether he was still in a position to undertake our work

**2. OTHER GENERAL MATTERS ARISING. j. Litter Pick.** This has been most successful with 23 people attending and over 40 bags of rubbish collected – disappointing though that the rubbish was re-appearing. Mr. Oakley was thanked for taking the bags to the tip. **k. Rudds Bridge.** The barriers were still in the brook and causing an obstruction. The clerk to Rock Parish Council had advised that he had again passed the details on to the Highways Manager at W.C.C. and would try to speak to him by phone. Felt we had done all we could in relation to this matter at the present.

3. ENFORCEMENT MATTERS. Update had been provided during the month.

**10. CORRESPONDENCE.** All correspondence had been emailed to councillors during month. 1. No further names for Code of Conduct training in October.

**11. PLANNING APPLICATIONS.** The following applications were considered:-

1. 21/01509/CPL for Lawful Development Certificate for the proposed erection of single storey rear extension and side garage following demolition of garden room at 2 Park Farm Bungalow, Kinlet for Mr. M. Timmins – for information only

2. 21/01848/LBC for repairs and alterations to the roof, guttering, chimneys and substructure of roof, widening of roof access hatch, installation of roof insulation, installation of vented dormers, erection of lightning conductor at roof level, the removal of roof lights, installation of man safe system and associated works affecting a Grade 1 listed building at Kinlet Hall for Mawley Hall LLP. It was unanimously agreed that this application be recommended for approval after being proposed and seconded

Planning approval has been received for no. 21/00680/VAR for variation of condition no.6 attached to PA. 19/01307/FUL of 26/9/2019 to change rough case render to a hand made clay brick in keeping with original cottage and surrounding village buildings at land adjacent 7 Button Bridge, Kinlet. Also no. 21/00721/FUL for alteration to existing access and laying of new compacted stone track to serve new dwelling (approved under 19/03832/FUL)

Planning refusal had been received re 21/00712/OUT for erection of one dwelling to include access, layout and scale on land adjacent Greensleeves, Button Bridge Lane, Kinlet and also no. 21/00998/FUL to reduce height of roof to outbuilding, installation of dormer window, glazed gable and balcony and erection of a single storey extension at Dowles Cottage, Dowles Road. Bewdley.

**12. APPROVAL OF INSURANCE POLICY RENEWAL** Unanimous agreement to renew the existing policy with BHIB in the sum of £270.68. (Proposed and seconded)

**13. APPROVAL OF RISK MANAGEMENT STRATEGY.** Unanimous agreement to re-approve this document. (Proposed and seconded)

**14. APPROVAL FOR SIGNING OF CERTIFICATE OF EXCEMPTION RE AUDIT.** Unanimous agreement to the signing of this document. (Proposed and seconded)

**15. APPROVAL OF BIO-DIVERSITY STATEMENT.** This document was also unanimously approved. (Proposed and seconded)

**16. L.C.A.S. RESOLUTION – ‘THE COUNCIL CONFIRMS BY RESOLUTION THAT IT RECOGNISES ITS DUTIES IN RELATION TO BIO-DIVERSITY AND CRIME & DISORDER AND THAT ALL DOCUMENTATION AND INFORMATION IS IN PLACE FOR A SPECIFIED AWARD’.**

This Resolution was unanimously approved after being proposed and seconded.

**17. COUNTY COUNCILLORS’ REPORTS.**

Mr. S. Harris (our newly elected County Councillor) reported that a new leader of the Council has been elected with 3 priorities – roads, roads and roads. Awareness was also acknowledged that the level of responses to correspondence needed to be improved and better communications between the Parish Councils and S.C. established. Appointment of portfolio holders was now in the process of being made.

**18. FUTURE ZOOM MEETINGS.**

It was confirmed that remote meetings could still be held where there was no legal requirement to give public notice and access.

**19. PAYMENTS OF ACCOUNTS.** Following Payments were approved - 1. Mrs. J. Burgess - £310.71 (April Salary + £18.00 T.E. – cheque no. 001675) 2. BHIB - £270.68 (Insurance renewal – cheque no. 001678). 3. C.M. Smith (Stretton) - £140.00 (April website work – cheque no.001676). 4. The Kabin - £113.60 (re-imburement of bulk stamp purchase- cheque no.001677). 5. S.A.L.C. - £10.20 (Publications – cheque no. 001679)

**20. ITEMS NEXT AGENDA.**

1. Possible Union Jack purchase.

**21. DATE OF NEXT MEETING** – This was arranged for Monday June 14<sup>th</sup> 2021 commencing with public participation time at 7.30 p.m. in the Village Hall and the meeting closed at 8.20 p.m.