

# Studley Parish Council

Minutes of the Parish Council meeting held in the Council Chamber, Studley Village Hall on 18<sup>th</sup> December 2018, at 7:30pm

## 1. Chairman declared the meeting open.

### Present

Chair Cllr Mrs S Redman, Vice Chair Cllr C Summers, Cllrs J Bacon, Paul Beaman, N Edden, B Dixon, M Fox, A Smith, Mrs J Beard, & Mrs S Crofts

### In attendance

Parish Clerk, Mrs L Gailey, Assistant Clerk, Mrs L Stanton, County Cllr C Rickhards & 6 members of public.

## 2. To receive Apologies for Absence

Cllr Mrs M Rickhards, E Holder, District Cllr J Kerridge & District Cllr Mrs H Wright (Cllr Mrs H Wright arrived at 8:15pm)

## 3. To consider acceptance of Apologies

**Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting unanimous to accept apologies.**

## 4. Declarations of Interest.

- **To receive declaration of interest from Councillors on items on the agenda.**
- Cllrs P Beaman, A Smith, M Fox & Mrs S Redman, payment to Studley Village Hall. (Item 14)
- Cllr C Summers- reimbursement of travel expenses for Councillor training. (Item 14)
- **Proposed Cllrs N Edden, seconded B Dixon, voting unanimous to accept declaration of interest from the above Councillors.**
- **To receive written request for dispensation for disclosable pecuniary interest (if any)**
- **To consider any request for dispensations as appropriate.**
- There were none.

## 5. Public Forum

Mr Geoffrey Collett- spoke regarding the street naming for the development on 94 Alcester Road, Studley. His family would like to registered their opposition of the name 'Charlton Place'. They would have preferred the Old Bakehouse to reflect what was there for many years.

## 6. Update from The Studley Parish Neighbourhood Plan Steering Group

Breakdown of returned questionnaires	Total
By post	710
Online	26
Housing need survey	61
Business Survey	21

Cllr P Beaman informed Council the results from the questionnaires are being analysed by SDC. The various working party groups will start formulating policies in the New Year.

## 7. To pass minutes of the last meeting.

- 20<sup>th</sup> November 2018
- 4<sup>th</sup> December 2018

**Proposed Cllrs M Fox, seconded N Edden, voting 9 for, 1 abstention for the minutes to be signed as true record of the meetings.**

## **8. Matter Arising (For Information only).**

There were none.

## **9. Items for Discussion**

**Min: 87 Grant application from VASA- Recommendation from Finance Committee**

**Proposed Cllrs Mrs S Redman, seconded P Beaman, voting unanimous to approve the grant application of £500.00 for Community Transport from VASA based on the recommendation from the Finance Committee.**

**Min: 91 Equipment- Allotments**

**Proposed Cllrs Mrs S Redman, seconded J Beard, voting unanimous to approve a contribution of £200 as 50% of the cost of purchasing a Stihl hedge cutter for the use on both the allotment sites based on the recommendation from the Finance Committee.**

**Min: 92 Lease Renewal- Public Open Space (incl Nature Reserve) & Allotments (New Beds)**

**Proposed Cllrs Mrs S Redman, seconded J Bacon, voting unanimous that the Full Council accept the recommendation by the Finance Committee to instruct SDC to draw up new leases for each of the areas. The leases for each of the area will be for a term of 7 years. The cost for drawing up each of the leases will be £400.**

**Min: 93 Tidying of connecting pathways in the residential area of Studley.**

**Proposed Cllrs Mrs S Redman, seconded Mrs S Crofts, voting unanimous that that the Full Council accept the recommendation that an allowance of £3000 to be set aside in the 2019/2020 precept to cover the tidying up and clearing the detritus from some of the alley's in Studley.**

**Min: 94 Approval of Draft Budget- 2019/2020**

**Proposed Cllrs Mrs S Redman, seconded N Edden, voting unanimous to approve the draft amended budget for 2019/2020 based on the recommendation from the Finance Committee. The Council thank the Chair of the Finance Committee, Cllr Mrs S Redman and the Parish Clerk for the preparation of the budget.**

**Min: 95 Allotment Rents**

**Proposed Cllrs Mrs S Redman, seconded A Smith, voting unanimous that the collection date for allotment rents are to be amended to 1<sup>st</sup> November 2020 at the request of the Allotment Association. The rent invoices for April 2019 will be for a 19 months period based on the recommendation of the Finance Committee.**

**Min: 96 Approval of Amended Agreement for the Tenancy of Allotment plots.**

**Proposed Cllrs Mrs S Redman, seconded P Beaman, voting 9 for, 1 abstention to approve the amended tenancy agreement.**

**Min: 97 Update on the Co-op site.**

Timeline;

- 21<sup>st</sup> November 2018 -PC sent letter to various SDC members
- 11<sup>th</sup> December 2018- Parish Clerk chased for update. Clerk received no response
- 12<sup>th</sup> December 2018- SDC Deputy Leader informed the Clerk that the owners of the Co-op site (or agents) are in discussions with prospective buyers. SDC are not directly involved in the negotiations. He hopes that this will lead to a speedy conclusion of the proceedings. SDC will still need to know what is being proposed for the site.

**Proposed Cllrs P Beaman, seconded M Fox, voting unanimous that the Parish Clerk to write to the 2 representatives of the Co-op site for more details. Cllr P Beaman to provide the names of the representatives.**

#### **10. Planning Applications for Consideration**

- 18/03087/FUL: Mr Stephen Gladstone, 6 Riverside, Studley, B80 7SD
- Proposed: Demolition existing conservatory to rear of house. Construct new single storey garden room in place of conservatory with access from kitchen. Construct covered link access from garden room to garage incorporating new entrance door to front elevation.
- **Proposed Cllrs P Beaman, seconded J Bacon, voting unanimous to have No Representation for this application.**
  
- 18/03367/FUL: Mr John Walters P.M Walters\_ Sons, Hunters Yard Land Adjacent To The Bug In The Blanket, Castle Farm, Studley
- Proposed: Conversion of single storey agricultural building to 1 no dwelling and associated works to facilitate conversion.
- **Proposed Cllrs P Beaman, seconded A Smith, voting unanimous to Support this application based on the following reasons;**
- **Re-use of redundant buildings**
- **Bring back into use**
- **Making a home in a sustainable location.**

#### **11. District, County Council & Delegate Report.**

##### **Report from District Cllr Mrs H Wright.**

- **Petition- Peoples Vote- Brexit-** Vote was not taken as Standing Orders were not suspended.
- **Constitution Update-** A member can now speak more than once at planning committee.
- **Review of by-laws-** It was accepted the whole district should be involved in this review.
- **CCTV Upgrading-** Request for additional capital funding approved.
- **Local Economic Strategy Approved-** the purpose of the strategy is to increase productivity. Losses should be part of a review to try and avoid the spiral of decline in Studley. This has now been accepted and a bid is to be made to participate in the West Midlands Combined Authority Retail Pilot Study.
- **Local Development Scheme Timescales-** have been adjusted for the Site Allocations Plan and the Gypsy and Traveller plan for adoption in May- October 2020.
- **Co-op Site-** The date of the next meeting has not been set. Cllr Mrs H Wright has made enquiries about the proposed development of the site, she was informed that the negotiations with the developer were at a delicate stage. SDC officers have made enquiries on the 17<sup>th</sup> December, no further updates.
- **Local Environmental Quality Enforcement Policy-** It is proposed to develop this policy for formal adoption across the District. It should contribute to enhancing the attractiveness of the District, by reducing incidents of environmental crime and anti-social behaviour.
- **Marble Alley-** The EHO has informed Cllr Mrs H Wright that they have cleaned up the bird muck.
- **Redditch Eastern Gateway-** Meeting on the 18<sup>th</sup> December 2018

##### **Report from District Cllr J Kerridge.**

- Cllr J Kerridge sends Seasons Greeting to all Councillors and staff.
- **Joint Strategic Needs Assessment** -The County Council are producing a joint strategic needs assessment for Studley/Henley/Alcester area. The results show the desire of residents for more

community interaction and involvement which Cllr J Kerridge hopes the Studley on the Map project will help towards.

- **Cycle Routes**-There is a need for more cycling infrastructure and access to green space. Cllr Kerridge hopes the Heart of England forest initiative to increase connectivity, access and cycling, will get off the ground and begin to address the issue.
- **Old Medical Centre**- The District Council, having bought the old medical centre, are willing to discuss with County Council a joint project for the Millennium Square area .
- **Co-op site**- The site will hopefully be getting to the stage when it is sold by the Co-op and a planning application sought.
- **Traffic concerns on the A435**- County Council have committed to bring key partners together to discuss options to improve matters on the A435.

#### **Report from County Cllr C Rickhards.**

- **Budget**- proposals suggest further savings of £40 to £58 million over the next 5 years
- **Children's Centre**- High needs funding is a central problem in Education the Early Help strategy has been published, which encompasses some of the work of the Children's Centre. The background is a 29% real terms reduction in early intervention funding 2016 to 2020. Cllr C Rickhards has challenged the degree of information given to families in Studley. Families in Studley have to go to Alcester for information.
- **Warners Hotel Development**- Cllr C Rickhards attended a meeting to discuss problems, re-water supply cut offs, broadband disruption and dust problems. Warners Hotel has assured Cllr Rickhards that between now and completion at the end of January, there will be liaison with local people over potential problems.
- **A435** – Cllr Rickhards urged that the portfolio holder demands that the A435 should be a priority for the Major Routes Network when money comes into County.
- **Orbit**- Cllr Rickhards has urged Orbit to install a 'Residents Only' sign, to include the house numbers of the old peoples' bungalows. Orbit has only painted the white lines.
- **Delegate report: Eastern Gateway**- Cllr P Beaman will prepare report to be circulated by email to all Councillors.
- **Delegate report: SS&SC**- Cllr M Fox updated council on the various activities at the SS&SC. Copy of the report can viewed at the Parish Council office.

## **12. Committee Reports**

- Notes of Burial Committee Meeting- 16<sup>th</sup> November 2018

**Proposed Cllrs Mrs S Redman, seconded Mrs S Crofts, voting unanimous that due to confidential nature of the business to be discussed Council move that, pursuant to section 100A (4) of the Local Government Act 1972 (as amended), the public excluded from the remaining business of the meeting in view of the fact that the nature of the proceedings will be such that, if the public were present, there would likely be disclosure to them of exempt information under Paragraph 5 of Part1 of Schedule 12A to the said Act (as amended)**

The Chair of the Burial Committee informed Council that unauthorised scattering of ashes occurred in the cemetery around the 9<sup>th</sup> November 2018. (Plot 1455) It has not been possible to identify the person who scattered the ashes. Advice obtained from the ICCM that the best course of action would be to spread soil over the ashes. On no account should the ashes be buried under the turf as this would be considered an interment and the Burial Register would need to be completed in order record what had happened. This would then prevent any further interments in the grave.

**Proposed Cllrs B Dixon, seconded Mrs J Beard, voting unanimous that the Burial Rules & Regulations to be amended after paragraph 15 to include the following statement based on the recommendation of the Burial Committee;**

- “The scattering of cremated remains is not permitted in Studley Parish Cemetery without the prior permission of the Burial Authority”
- That the following procedure be adopted for any further incidents: To identify the grave owner and write to them to inform them that the scattering of unauthorised cremated remains is in contravention of the cemetery rules and they must make arrangements for the cremated remains to be properly interred.

If the grave owner/person responsible for scattering of cremated remains cannot be identified then the Burial Committee will make arrangements to cover the cremated remains with soil. The Burial Register will be noted.

**Proposed Cllrs B Dixon, seconded Mrs J Beard, voting unanimous: that Council come out of confidential session on conclusion of the confidential business.**

**The Public was invited back in to the meeting at 9:04pm.**

- Notes of Street Lighting Contract meeting- 14th November 2018  
**Proposed Cllrs Mrs S Crofts, seconded Mrs J Beard voting unanimous for the notes to be signed as true record of the meeting.**
- Notes of Finance meeting- 11<sup>th</sup> December 2018- Surplus Soil- Studley Parish Cemetery  
**Proposed Cllrs Mrs S Redman, seconded C Summers, voting unanimous that Full Council accept the recommendation by the Finance Committee to accept the quote of £2958.00 to facilitate the removal of surplus soil following interments at Studley Parish Cemetery.**  
Quotation details;
  - Dig out and level land in waste skip area, supply and lay hardcore to area.
  - Supply and install new fence including reusing existing fence panels.
  - Install new pathway, paint new fencing and paint metal fencing to front elevation approximately 6 metres.
  - Supply and install extra skip for waste soil and remove all surplus soil from site. Hire of mini digger.

The expenditure will not be coming out of the Parish Council budget. The Cemetery is self-funded from the sale of burial plots.  
**Proposed Cllrs Mrs S Redman, seconded Mrs S Crofts, voting unanimous for the notes of the Finance Committee to be signed as a true record of the meeting.**

### 13. Correspondence

**Min: 97** Email- The Parenting Project- Family & Community Development Lead.

**Min: 98** Email- MOD- Redditch Army Community Engagement & Awareness Presentation- Invitation from Army Brigadier- Commander 11<sup>th</sup> Signal & West Midlands Brigade. Reception and Briefing by the The Army Engagement Team at Bromsgrove Prep School, Old Station Road, Bromsgrove, B60 2AF, on Thursday 17<sup>th</sup> January 2019. 6:30 pm – 9pm.

**Min: 99** Email- Studley Poppy Appeal Coordinator- Total amount raised this year £12,598.38

**Min: 100** Email- Update Studley On The Map Project.

- **Circulation**  
There were none

### 14. Approve Accounts for payment.

18 <sup>th</sup> Dec 18	Supplier	Description of service/ Goods	Cost £	Chq no	Total £
	Cancelled cheque	Cancelled cheque	-	560	-
	Cattel Upholstery	Replacement covers for Council Chamber chairs	320.94	566	320.94

	Studley Village Hall	Council Chamber	900.00	567	900.00
	Studley Community Library	Quarterly Grant- Jan, Feb & March	1020.00	568	1250.00
	GS Adams	Installation of Christmas lights, storage, testing and removal of the lights (Alcester Road)	1,932.00	569	1,932.00
	GS Adams	To replace defective RCBO circuit breaker in column controlling festive lighting (High Street-Christmas light)	92.40	569	92.40
	C Summers	Mileage Claim – Cllr training day	12.60	570	12.60
	GS Adams	Installation, testing, storage and removal of 16 Christmas lights for High Street	1632.00	571	1632.00
	PA Janes	<ul style="list-style-type: none"> <li>• Maintenance work to Hazel trees</li> <li>• Supply, install wooden cage &amp; planting of 2 Hazel trees</li> </ul>	365.00	572	365.00
	M Belton	Mole control- Oct – Dec 18	75.00	573	75.00
	Excel Telecom	Telecom	106.60	574	106.60
	Dunstall Allotments	Dunstall Allotment water bill	193.03	DD	193.03
	Station Road Allotments	Station Road Allotment water bill	62.12	DD	62.12
	Studley Parish Council Christmas Gathering	Drinks for Annual Christmas gathering	51.40	DC	51.40

**Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting 9 for, 1 abstention to approve accounts for payment.**

**The Parish Council would like to thank the Christmas Lights Committee members for the fantastic display of lights that they have organised.**

**15. Date of next meeting 8<sup>th</sup> January 2019**

**Meeting closed 9:15pm**