



**MINUTES OF THE MEETING OF ROMSLEY PARISH COUNCIL HELD ON
MONDAY 12TH JUNE 2017, 7.00PM**

PRESENT: Cllr. Arrowsmith, Cllr. Bolar, Cllr. Miss Gray, Cllr. Powell and Cllr. Mrs Bestwick
ALSO PRESENT: Maintenance Nigel Williamson and Clerk

1. **APOLOGIES**
 - 1.1 District Cllr. Tilt, Cllr. Mrs Sherrey and Cllr. Allen-Jones and County Cllr. Mrs May.
2. **DECLARATIONS OF INTERESTS**
 - 2.1 Chairman asked all members present to declare any personal or prejudicial interest on any items on the Agenda.
Other Disclosable Interest – Cllr. Arrowsmith – St Kenelms Primary School PTA and Highways England with regards to Severn Trent.
Cllr. Bolar and Cllr. Mrs Holloway are both members of the Severn Trent Residents Working Party.
Cllr. Mrs Bestwick – Son is member of Romsley Beavers
Cllr. Tilt – Allotment Holder
Cllr. Mrs Gray – planning application 17/0165 – adjacent to the property
3. **MINUTES OF THE PREVIOUS MEETING**
 - 3.1 It was unanimously **RESOLVED** that the minutes be signed as a correct record.
4. **FINANCE**
 - 4.1 Quarterly Bank Reconciliation Statement approved by all Councillors.
 - 4.2 To confirm receipt of £5,349.39 VAT return from HMRC.
 - 4.3 **Review of Effectiveness of Internal Control and Resolve to Sign Audit Commission Annual Return** – in order to comply with the audit regulations the internal auditor had carried out a review of the system of internal control, prepared a report and made this available. It was unanimously **RESOLVED** to sign the Annual Governance Statement.
 - 4.4 **Signing of the Annual Return** – The figures placed on the Annual Return were agreed as correct for 2016-17 and it was unanimously **RESOLVED** that the Chairman and Clerk signed the form as required.

4.3 **Accounts for Payment**

| | | |
|-----------------------|---------------------------|----------|
| J Harper | Gate Keeper | £60.00 |
| HMRC | Payroll Taxes Due | £390.95 |
| Ruth Mullett | Materials | £803.76 |
| John Benner | Internal Audit | £170.00 |
| Viking Direct | Stationery | £46.31 |
| Worcestershire CALC | Training | £30.00 |
| Viking Direct | Postage and Stationery | £110.89 |
| G Force Fireworks | Firework Display | £750.00 |
| Westside Forestry Ltd | Bark | £144.00 |
| Richard Arrowsmith | Romstock | £633.08 |
| Ruth Mullett | Materials | £77.75 |
| Nigel Williamson | Maintenance and Materials | £1369.33 |
| Andy Loos | Party in the Park | £290.40 |
| Ruth Mullett | Marquee | £1953.78 |
| Stourport Band | Party in the Park | £450.00 |

5. **PLANNING MATTERS**

District Council Decisions

17/0165 – 89 Dark Lane, Romsley – alteration and extensions to existing dwelling - **Refused**

Planning Applications for Parish Council Comments

17/00449 – 3 Dark Lane, Romsley – erection of 4 bedroom dwelling on the land between 3 and 5 Dark Lane – **No objections**

17/00562 – The Chalet, Dayhouse Bank – demolition of existing garage and replacement with 2 storey side extension – **No objections**

17/00569 – Oatlands, Holt Lane – extensions to existing dwelling to provide overnight carer accommodation and provision of an additional access to the curtilage of the dwelling – **Comments to follow**

Appeals

None

6. **PLAYING FIELDS/RECREATION AREA**

- 6.1 The planters for the poppies are in the process of being completed.
- 6.2 Consideration is also being given to installing another high level gate to give another high capacity emergency exit to the site.
- 6.3 There have been several complaints received that the gate is still being left open. Clerk, together with Cllr. Gray to arrange a meeting with the Scouts and the gate keeper to discuss a way forward.

7. **ROADS/FOOTPATHS**

- 7.1 Chairman, Cllr. Gray and Clerk met with the newly elected County Councillor Karen May and a number of Highways issues were mentioned. Cllr. May is to progress the bus shelter, children's traffic signs and bollards edging the wildflower meadow with Worcestershire Highways.

- 7.2 Clerk has had agreed with Hunnington Parish Council to remove the damaged brick planter at the top of Hunnington abutting Romsley Parish.

8. WINWOOD HEATH ALLOTMENTS

- 8.1 Nothing to report

9. PARISH LENGTHSMAN/MAINTEANCE

15.1 Maintenance Report

Playing Fields

- Refit repaired play spring in the play area
- Fit gravel boards
- Fill dog glove dispensers
- Collect Romstock banners
- Collect rotivator and rotate areas ready for planting the poppies and return
- Tidy edging to drive and footpath
- Litter pick
- Arrange delivery of woodchip
- Level ground opposite the Scout Centre ready for woodchip
- Start to construct planters
- Cut back vegetation and fit CCTV cameras

Dark Lane

- Clear gravel from pavements after road surfacing

Bromsgrove Road

- Clear away damaged sign posts and tidy after car accident
- Cut down 1 tree and dig up roots opposite The Sun
- Cut grass opposite The Sun

St Kenelms Road

- Cut grass around Romstock and finger post at the junction with Dark Lane

Various

- Spot spray
- Collect materials

Dayhouse Bank

- Cut back vegetation around road signs and adjust

Allotments

- Spot spray
- Collect and dispose of rubbish from recently let allotment

10. OUTSIDE MEETINGS

- 16.1 There is another Severn Trent/Barhale Community Liaison Meeting on 20th June.

11. COMMUNICATION

- 17.1 The questionnaire has now been distributed and collection boxes are in The Co-op and School.

12. **EVENTS PLANNING**

- 18.1 It was unanimously agreed by all Councillors and parishioners in the audience that Romstock was a fantastic day which brings the community together. There are a lot of lessons to be learnt about best practice and post-event meeting will be organised soon to discuss everything.

13. **TRAINING**

- 19.1 Nothing to report

20. **DISTRICT COUNCILLOR'S**

- 20.1 Nothing to report

21. **COUNTY COUNCILLOR**

- 21.1 County Councillor Karen May has been elected our new County Councillor.

22. **TO RECEIVE CLERK'S PROGRESS REPORT**

- 22.1 **Commemoration of the First World War and Beacon** – Cllr. Gray has sourced a ceramic poppy head which could be made by the children at school. She is going to visit the centre and find out costs. A preliminary cost for the beacon is £750.00.
- 22.2 **Parish/Neighbourhood Plan** – awaiting initial feedback from questionnaire.
- 22.3 **Road signs** – awaiting County Council approval.
- 22.4 **Installing a Defibrillator** – nothing to report
- 22.5 **Neighbourhood Watch** – still canvassing the village to obtain more interest.

23. **TO RECEIVE REPORT OF PARISH COUNCILLORS AND ITEMS FOR FUTURE AGENDAS**

- 23.1 Nothing to report

24. **CORRESPONDENCE**

Nothing to report

24. **DATE OF NEXT MEETING** – Monday 10th July 2017, at 7.00pm to be held at St Kenelms Primary School