



**MINUTES OF THE ANNUAL MEETING OF ROMSLEY PARISH COUNCIL
HELD ON MONDAY 14TH MAY 2018, 7.00PM**

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

1. ELECTION OF CHAIRMAN

1.1 Cllr. Arrowsmith was elected as Chairman for the ensuring year and duly signed the Declaration of Acceptance of Office.

2. APOLOGIES

2.1 Cllr. Tilt, District Cllr. Mrs Sherrey and Cllr. Allen-Jones.

3. ELECTION OF VICE-CHAIRMAN

3.1 Cllr. Bolar was duly elected as vice Chairman.

4. DECLARATIONS OF INTERESTS

4.1 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
 Cllr. Bolar member of the Severn Trent Residents Working Party.
 Cllr. Mrs Bestwick – Son is member of Romsley Beavers
 Cllr. Tilt – Allotment Holder
 Cllr. Powell - planning application 18/00464 – overlooking the property

5. STANDING ORDERS

5.1 Revised Standing Orders received from NALC duly approved with no amendments.

6. CODE OF CONDUCT

6.1 Councillors noted continued adherence to the Code.

7. FINANCIAL REGULATIONS

7.1 Financial Regulations were duly noted with no amendments.

8. MINUTES OF THE PREVIOUS MEETING

- 8.1 It was unanimously **RESOLVED** that the minutes be signed as a correct record.
9. **FINANCE**
- 9.1 Quarterly Bank Reconciliation Statement approved by all Councillors.
- 9.2 To confirm receipt of £1,419.00 grant for memorial benches from County Cllr. Mrs May's Divisional Fund.
- 9.3 It was unanimously **RESOLVED** to agree NALC 2018-19 National Salary Award.
- 9.4 Approval of section 1 of the Annual Return – the Annual Governance Statement, it was **RESOLVED** to approve section 1 of the Annual Return with 'Yes' response to the first eight statements and 'N/A' to the ninth.
- 9.5 Approval of section 2 of the Annual Return, the Annual Accounting Statement, it was **RESOLVED** to approve section 2 of the Annual Return along with the explanation of variances and year-end bank reconciliation.
- 9.6 Clerk is to apply to Bromsgrove District Council New Homes Bonus to apply for a grant to purchase a new heritage sign to be installed opposite The Sun Public House.
- 9.7 **Accounts for Payment**
- | | | |
|----------------------|----------------|----------|
| J Harper | Gate Keeper | £60.00 |
| A Jones | St Kenelms Day | £42.00 |
| J Benner | Internal Audit | £170.00 |
| N Williamson | Maintenance | £751.75 |
| RDI Leisure | Romstock | £1400.00 |
| Viking Direct | Stationery | £13.52 |
| McVeigh Parker & Co | Materials | £491.64 |
| Romsley Scout Centre | Hire of Hall | £50.00 |
| Andy Loos | Romstock | £913.32 |
| Npower | Feeder Pillar | £2.79 |
| Worcs CALC | Subscriptions | £950.44 |
10. **PLANNING MATTERS**
- District Council Decisions**
- 18/00180/FUL – 76 Bromsgrove Road, Romsley – change of use of barn to the rear of 76 Bromsgrove Road to a single residential dwelling - **Approved**
- Planning Applications for Parish Council Comments**
- 18/00464 – Garages rear of 70 Hillcrest Road, Romsley - construction of 2 no. 1 bedroom 2 person affordable bungalows together with external works, car parking and landscaping – **No objections**
- 18/00381/FUL – Land adj track off Uffmoor Lane, Romsley – fences and gated arena for the exercising of horses plus associated drainage works – **No objections**
- Appeals**

None

11. **PLAYING FIELD/RECREATION AREA**

11.1 Nothing to report

12. **ROADS/FOOTPATHS**

- 12.1 Cllr. Arrowsmith has sent a response to Worcestershire County Council Highways on the proposed road safety measures they are currently proposing to undertake. The full letter can be viewed on our website www.romsleyparishcouncil.gov.uk or a copy can be obtained from the Clerk.
- 12.2 County Council have now installed bollards opposite the school to deter driving mounting the pavement.
- 12.3 The Maintenance man was congratulated on the wonderful job of installing trip rails opposite St Kenelms Church to try and deter 4 x 4 off roaders.
- 12.4 It was unanimously **RESOLVED** to purchase 4 planters which will be maintained by Friends of Romsley and located around the centre of the village.
- 12.5 It was also unanimously **RESOLVED** to purchase new bollards for the end of the gullies.

13. **WINWOOD HEATH ALLOTMENTS**

13.1 Plot number 9 has not been tended to since being taken over, there is someone on the waiting list who would like to take over that plot. Clerk to write to the plot holder confirming whether they still want to carry on with the plot. It was also pleasing to note that a vacant plot has been taken over by a teenager together with help from his Mom. A couple of the plot holders are helping him start off.

14. **PARISH LENGTHSMAN/MAINTEANCE**

14.1 **Maintenance Report**

Playing Fields

- Repair fence
- Litter picking
- Fill dog glove dispensers
- Start to clear poppy boarders
- Spray poppy bed
- Collect materials and fit new benches
- Collect rotavator and turn over poppy bed

Highways

- Repair Fence
- Check and clean Defib
- Fill dog glove dispensers
- Collect and repair child school signs
- Fit Defib signs

- Collect top soil and grass seed to repair verge
- Clean road signs and bus shelter
- Collect materials for jobs on Putney Lane and by the Church Allotments
- Spray plot 22

15. **OUTSIDE MEETINGS**

15.1 Nothing to report

16. **COMMUNICATION**

16.1 The newsletter is nearly complete.

17. **EVENTS PLANNING**

17.1 **Romstock**

- Exciting line-up has now been announced
- We have agreed for the Play Bus to be on site
- Police have confirmed they will have a vehicle in attendance
- All glass on site has been banned
- New restrictions on gazebo sizes – 3m x 3m
- All new restrictions will be communicated in the newsletter
- No vehicle access on site on the Saturday
- Access statement to be produced

18. **TRAINING**

18.1 Nothing to report

19. **DISTRICT COUNCILLOR'S**

19.1 Nothing to report

20. **COUNTY COUNCILLOR**

20.1 County Councillor Karen May gave a report at the Annual Parish Meeting.

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

21.1 **Commemoration of the First World War and Beacon** – nothing to report

21.2 **GDPR** – New Data Protection Policy was approved

21.3 **Smartwater** – still slowly being distributed. Cllr. Mrs Bestwick to order Smartwater signs.

21.4 **Enhanced Christmas lights** – it was unanimously **RESOLVED** to purchase the new Christmas tree star from GDH Electrical Services.

22. **CLERK'S URGENT DECISIONS**

22.1 Maintenance was instructed to install a fence and gate at the Marl Hole, Putney Lane due to the serious amount of fly tipping and commercial waste. Head of Planning at Bromsgrove District Council

have been informed. Under the 1899 Commons Act, local authorities can choose to manage common land that has no registered owner. Any management or improvement by a local authority must be in the public interest, to conserve nature, the landscape or archaeology and to protect access rights.

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

- 23.1 Cllr. Powell would like to look at restructuring the parish council and forming more committees.

24. **CORRESPONDENCE**

Nothing to report

25. **DATE OF NEXT MEETING** – Monday 11th June 2018, at 7.00pm to be held at St Kenelms Primary School