

MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 6TH JULY 2016 AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER

PRESENT: Councillor H Williams (Chairman), Mrs L Hingley (Vice-Chairman),
Councillors: Mrs C Allen, N Other, J Cutler, IG Sadler, DH Hadlington, D Light, Miss V Webb, Mrs D Geoghegan and P Wooddisse

OPENING PRAYERS - Rev. Nick Pedley led the Council in prayer.

121. APOLOGIES FOR ABSENCE

Councillors J K Hall, G Mander, J Irving-Bell and BR Edwards due to other commitments.

122. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations made.

123. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the meeting held on 1st June 2016, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

124. MATTERS ARISING FROM PREVIOUS MINUTES

124.1 Information requested re-signs on the legs of the noticeboard by the Vine.

The following letter has been received from the Civic Society:-

“Village Sign for Kinver Civic Society

Firstly apologies for the late supply of information but our committee only meet every two months and

I wanted agreement on the details before confirming details regarding the signage I raised in public participation earlier this year.

The signs we are seeking to erect would be 4 to 6 inches deep and go from side to side on the legs of the map signs by the lock. It would be good to have them on the top but appreciated this may not be possible.

Our suggested background colour would be dark green or brown whichever the council felt best fitting with cream or white lettering saying “ Village Centre and shops” and “Kinver Civic Society” .

Once council have decided which they would prefer we can order the signs and get a pattern to show council before we order them.

Trusting this would be acceptable to your members.”

Members agreed that the signs could be placed on the noticeboard, subject to seeing a mock up of the sign before its ordered.

125. PUBLIC PARTICIPATION

Standing orders were raised to enable members of the public to speak.

Mr Tranter from Stourton addressed the Council, to update members on what has happened since the last meeting where he reported he and several other residents were experiencing problems in booking the village hall. He has written to Stourton Village Hall to ask if he can have the date of the next AGM and he has not received a response and that was 3 weeks ago. All the residents want to do is to use the local facilities in Stourton.

Mrs M Rogers asked members which colour sign they would prefer from the request of the Civic Society and members stated they would like to see a mock-up of each colour.

Mrs V Davis asked members if they are going to do anything about the parking in the village as since the White Harte car park charge for you to park on there the other car parks are full all day.

The Chairman reported that for £1 you can have 2 hours parking and ½ an hour free, which the cost is redeemable in the White Harte.

Standing orders were re-instated.

126. STOURTON VILLAGE HALL

A letter has been received from the Chairman of the Village Hall and is attached as appendix 1 to these minutes. The members suggested that the residents that are concerned over the matter attend the AGM to voice their opinions as the Parish Council has no jurisdiction over the village hall.

However members felt that the local Stourton Ward Councillors should try to mediate and arrange a meeting with the representatives of the village hall and a few of the members of the public that have raised concerns over how to book the hall. This was agreed that a meeting should be setup asap.

127. KINVER EDGE TOILETS

Members agreed unanimously to continue with the running of the public toilets on Kinver Edge, although the grant has been withdrawn from the District Council.

128. TO DISCUSS CHANGING THE POSITIONS OF CHAIRMAN AND VICE CHAIRMAN FROM 1 YEAR TO A LONGER PERIOD OF TIME

Councillor J Cutler asked members to consider extending the Committee memberships, including Chairman and Vice Chairman and the Council Chairman and Vice Chairman to 2 years as opposed to 1 as we presently have. The Clerk is unaware of any constraints on the length of time to serve on these positions, as other Parish Councils do have the same Chairman for many years. She will investigate further and report back to the next meeting.

The Clerk has obtained the following advice, from the solicitor and the Parish Councils Association:-

Advice from SSDC Solicitor

“Section 15 of the Local Government Act 1972 provides that (1) The chairman of a parish council shall be elected annually by the council from among the councillors. So, you must appoint a chairman annually.

Section 102 of the same Act provides that (at 2) the number of members of a committee, the term of office etc shall be fixed by the appointing authority or in the case of a sub-committee by the appointing committee. So, you could determine that members are appointed to individual committees for a term of more than one year (subject to any necessary amendments to your Standing Orders).”

Advice from SPCA

“The council could indeed specify in its own standing orders that the usual term of office for the Chairman and for committee membership is two years.

This would not, however, absolve the council of its statutory responsibility to make the formal election of the chairman (in your council’s case, in practice, a reconfirmation in the second year of the two-year term) the first item of business at the Annual Meeting of the Council.”

Therefore if members wish to extend the time that chairmanships and committees are in place, this is allowed, but you do have to go through accepting the chairman of the council at the May meeting.

However, as at the May meeting, the committees were reconstituted, therefore the matter cannot be discussed for 6 months, it was resolved to have this as an agenda item for the December Council meeting.

129. FIELDS IN TRUST – CENTNARY FIELDS

The Parish Council in 2011 registered the Marsh Playing Fields with the Fields in Trust to protect them from future development.

The Fields in Trust are this year looking to protect areas with War Memorials upon them.

The cost to the Council to register the land with Fields in Trust will be small as the only cost to be incurred will be for the Solicitor to check that the deed of dedication is OK from Fields in trust. The land that the War Memorial stands on is already registered with Land Registry and in the ownership of the Parish Council.

Members agreed that the Parish Council should not protect the garden where the memorial is sited, as it is the one of the small prices of land in the High Street that the Parish Council owns and it would restrict any future use.

130. KINVER LIBRARY UPDATE

Councillor P Wooddisse updated members on the following relating to the library:-

- He and Mr Schirmmacher are in the process of forming a company called “Kinver Community Library Ltd”
- This will be a registered charity and its sole purpose is to help run and organise the library and its volunteers.
- The charity have to bid to take over the running of the library, the County will pay all overheads for the library (including electricity, computers, building repairs etc), but if a group / company are not found to run the library for a minimum of 5 years then the library is in danger of closing.
- The group have raised £2000 so far and are asking Kinver Rotary and the Parish Council for a further £500 each.
- This money is to help with reorganising the library into a more user friendly space and new signage.
- The board of trustees has not yet been formed, but members asked if a member of the Council could have a seat as and when appropriate.

Councillor Mrs L Hingley reported that there are over 30 volunteers to help run the library and 15 of those have been trained already.

Members agreed that this initiative should be supported by the Parish Council.

131. UPDATE ON SMALL BUSINESS SATURDAY 3RD DECEMBER 2016

Councillor Mrs L Hingley met with Mr Wassall from the District Council, to discuss improving the publicity and attendance of the “Small Business Saturday” event to be held in December.

This is a National scheme run by the Government. Wombourne have a very successful day, and they run a trail for the kids to follow and they get a prize at the end.

A day has been arranged (30th June) at 5.30pm in the White Harte for a meeting with the traders, and Mr Wassall and also any members of the Parish Council are welcome to attend to discuss ideas to promote and publicise the day.

Following the meeting held on the 30th June, unfortunately no representatives from the Parish Council attended. The business put forward a few ideas and Mr Wassall is preparing a summary draft for the day to be circulated to all of the local businesses.

132. OUTSTANDING MATTERS FROM THE DISTRICT / COUNTY AND COUNTY / DISTRICT COUNCILLORS TO ADDRESS THE COUNCIL ON ANY MATTERS RELEVANT TO THE PARISH

Nothing was reported.

133. REPORT OF THE CHAIRMAN

Councillor H Williams reported that:-

- He attended the school liaison meeting with Councillor D Light, the head-teacher from Kinver High stated that the school could not cope with doing any further competitions, but would distribute a questionnaire for the Council if required.
- He attended the Airport Consultative Committee meeting on the 15th June, the building to the left as you go onto the site is being changed into an Antique Centre and the hanger which housed the Police helicopter has been re-let.
- He has with Councillor Mrs L Hingley given out the prizes for the Poster competitions for the schools.
- He attended the services at St Marys and St Peters Church (and at the War Memorial) in remembrance of the Battle of the Somme.
- Armed Forces day he and Councillor N Other attended the service at Codsall.
- At the Armed forces day it was noted that the Parish Council standard does not confirm, as the Parish Council has printed the name and crest on the Union Jack. Therefore he proposed that the Council replace the standard with a new one. A draft design was shown to members and he asked if the Councillors could bring their ideas to the next meeting.

134. CLERK'S REPORT

The Clerk reported on the following matters –

134.1 The Police Commissioner would like to attend the September Parish Council meeting, he has asked if there is anything specific the Council would like to talk to him about to let him know in advance. Any questions to be forwarded to the Clerk by the beginning of August.

134.2 NHT Team visit in August

Good Afternoon,

The Neighbourhood Highways Team will be visiting the Parish on the 19th August 2016.

If you have any suggestions for works they can undertake, please let me know by Friday 12th August 2016. Listed below are some of the work they can do in priority order and e-mail it back to me. Can you e-mail me back to confirm confirmation of this e-mail.

Drainage	Dig out gullies in verges that have become buried due to overridding of verges	Clear vegetation at the entrance and exit of culverts under the highway
	Clear leaves and debris from the tops of gully grids	Clear drainage grips that outfall into ditches
Traffic Signs	Straighten up and clean traffic signs and reflecting bollards	Repaint traditional finger post signs and mile posts
	Replace faded or damaged verge marker posts	Remove tree and hedge growth obscuring traffic signs
	Remove highway signs and posts no longer required in order to reduce 'street clutter'	
Highway Trees	Remove epicormic growth	Remove low hanging branches obstructing footway

Footways	Control weeds at the rear of the footways and around lamp posts and signs	Cut down grass and weeds at the base of visibility fences at bends and junctions
	Edge off footways to regain full width	
General Maintenance	Carry out periodic painting of visibility fences	Localised repair of highway fencing
	Carry out sweeping and clearing of debris discharged onto the highway after storms	Take up and relay/replace localised areas of Highway footway paving slabs where damaged
	Repair or replace localised items of street furniture such as bollards or pedestrian guard rails	
Verges	Repair localised areas of verge damage using recycled material/topsoil and re-seed	Tidy up and strim small grassed areas which are not included in the grass mowing programme
	Pull out localised occurrences of noxious weeds	

Kind Regards

Simon Griffiths

Members were asked to forward areas to the Clerk.

134.3 CPRE Annual subs £36.

This was referred to the next Finance Meeting.

134.4 CAB Grant for £500

This was referred to the next Finance Meeting.

134.5 Over the last weekend the children's play area has been set on fire in approx. a 2m sq patch. The Clerk has arranged for the repair to be undertaken ASAP and submitted an insurance claim for the work. This has been reported to the Police.

134.6 Publications to note

Churchill and Blakedown Parish Council agendas
SPCA an over view of how a local council works

135. COMMITTEE REPORTS

135.1 Planning & Development Committee Meeting of the 8th and 22nd June 2016

The minutes of the above meetings, having been circulated, were **Received**, and there were no recommendations to Council.

135.2 Finance and General Purposes Committee Meeting of the 15th June 2016

The minutes of the above meetings, having been circulated, were **Received**, and there was one recommendation to the Council:-

- the accounts as set as Appendix 2 to these minutes be accepted. This was agreed.
- all of the edges at Comber Ridge of the pathways are replaced with concrete edges at a cost of £5950 funded from the Internal Grants Budget. This was agreed.
- due to the Grant application being retrospective, the Parish Council cannot fund the tree works for the KSCA as this is against Council policies. On a vote this proposal failed, therefore the matter is referred back to the July Finance meeting.
- a grant is not given to U3A as they have recently received a grant from the Council. This was agreed.
- the toilet facility at Kinver Edge should continue as it is, funded and looked after by the Parish Council until a decision on the future of the toilet block is made. This proposal was no longer required as the matter has been resolved earlier in the agenda.
- to ask if the Leisure and Amenities Committee could prepare a questionnaire to be distributed in the local High School and Year 6 of Brindley Heath, the Council to cover the printing costs (in house) and distribute it to the schools in September.

Some members expressed their concerns that the proposal put forward to the Finance Committee was not what has been recommended for support or not from the Committee. The L&A Committee had never suggested that the competition was to be run through the schools or that the Youth Club location was ever to be on the school grounds.

Councillor D Light clarified what was said at the school meeting, that the Head-teacher stated that in the past the old wooden Youth Club hut (which is now the 6th form centre) is no longer available and the school could not take on any further competitions as it takes up too much of the schools time. However he offered to distribute and collect in any questionnaires for the Council.

This was a factor when the Committee were discussing the application of funding the £150, but there was no other information put forward to the Committee contradicting this.

On a vote on the proposal that the Parish Council to ask if the Leisure and Amenities Committee could prepare a questionnaire to be distributed in the local High School and Year 6 of Brindley Heath, the Council to cover the printing costs (in house) and distribute it to the schools in September.

It was carried with 5 votes for, 4 against and 2 abstained. Therefore the matter is referred back to the Leisure and Amenities Committee.

136. ACCOUNTS FOR PAYMENT

The accounts as set out as appendix 2 to these minutes were accepted. The Parish Council gave delegated authority for the Finance Committee to authorise the payments for July as there is not a full Council meeting in August.

137. REPORTS FROM MEMBERS ON OUTSIDE BODIES

AGM of the National Trust – Councillors Mrs L Hingley and Mrs C Allen reported attending the meeting, Councillor Mrs C Allen spoke to the Trust about the lack of dog bins, especially in relation to the car park at the top of Kingsford Lane, where Parish Council put one earlier and then were asked to move it.

Ewan is supposed to be making contact with the Council to discuss it further. Also the National Trust will be putting in a Centenary path to celebrate the anniversary of 100 years following the donation of the land from the Lee family.

138. ITEMS FOR FUTURE MEETINGS

If there are any additional items for the next agenda these need to be with the Clerk by Tuesday 30th August 2016.

Police Commissioners visit

B K V Prizes

Committee Chairmanships and members December 2016

139. DATES OF THE NEXT MEETINGS

Planning and Development Committee	13 th July 2016 (3 rd and 24 th August 2016)
Burial Ground Committee	14 th July 2016
Finance and General Purposes Committee	20 th July 2016
Leisure and Amenities Committee	27 th July 2016
Parish Council	7 th September 2016
Tripartite Meeting	TBC
School Meeting	4 th October 2016 (4pm)

All meetings to start at 7.00 p.m.

Appendix 1 to the minutes of the Parish Council meeting held on the 6th July

STOURTON VILLAGE HALL

BRIDGNORTH ROAD, STOURTON,
STOURBRIDGE. DY7 6RT

Registered Charity No 522688

John Fallon
President
13 Horton Road,
Kinver
South Staffordshire
21st June 2016

Mrs J Spaul
Clerk to the Council
98, High Street
Kinver

Dear Mrs Spaul,

Thank you for your letter of the 8th inst. I have read the text of the complaint carefully and the Trustees have all had an opportunity to do the same.

The complaint is so full of factual inaccuracies that we do not feel the need to comment in detail.

The car park is a private one and not available for public use. It is open when the building is in use.

Those making the complaint have not followed the booking procedure, otherwise their requests to hire the Hall would appear in our enquiries record.

Despite the failure to follow the correct procedure, one of those making the complaint was offered a date to hire the Hall, back in September of last year, there was no response.

The phone number for booking enquiries is displayed on the sign at the end of the drive up to the Hall and is published in every edition of the community newsheet.

I wrote to both Mr Tranter and Mr Cox in May, prior to their attendance at the June Parish Council. I set out the booking procedure and detailed the terms and conditions of hire. Mr Tranter replied to my letter, on 12th June, saying that he had received my letter, on 27th May, and requesting a date for the next Village Hall AGM (I will respond in due course) but also saying, and I quote,

" I will therefore not at present make any more requests for available dates...."

You may wonder whether he wants to hire the Hall or not.

I note that you pointed out to those making the complaint that the Council has no jurisdiction over Stourton Village Hall and I presume Councillors understand that. Trustees are somewhat bemused by the request for copies of accounts and the charitable scheme. Details of Stourton Village Hall charity, those that we are required to make public, are publicly available on the Charity Commission website using the charity number above.

Yours sincerely


John Fallon
President
Stourton Village Hall
Management Committee

Appendix 2 to the minutes of the Parish Council meeting held on the 6th July

Accounts for payment 6th July 2016

<u>Chq No</u>	<u>Ratification</u>		
100752	SSDC	Planning fee	48.50
100753	Petty cash	June	117.00
100754	Swops	Diesel account	78.24
100755	Petty cash	June	162.87
DD	Nationwide Oak	Down payment for garage	3883.20
Total			4289.81

Chq No Accounts for payment

100756	ALCC	Subs	10.00
100757	ESPO	Supplies	83.52
100758	JRK	Stationary	116.76
100759	R H Electrical	Fitting Defibulator	456.00
100760	SCC	Van Lease	349.38
100761	SCC	Pensions	1439.39
100762	Tygar Surfacing	Repair to play area	858.00
100763	SSDC	Legal Fees	600.00
100764	Viking Direct	Stationary	56.95
100765	Petty Cash		76.40
100766	Kinver Edge Farm Shop	Opening of toilets	100.00
			4146.40

List of Monthly Direct Debits

DD	SSDC	Comber Ridge Rates	35.00
DD	SSDC	Office rates	300.00
DD	South Staffs HA	Garage Rental	36.16
DD	Utility Warehouse	95 High Street Gas and electricity	113.38
DD	Utility Warehouse	Kinver Edge Toilets	10.50
DD	Utility Warehouse	High Street Toilets	18.46
DD	Utility Warehouse	Mobile phone	31.50
DD	Salaries	July	4785.01
DD	Inland Revenue	June	980.29
DD	Postage		106.00
DD	Midshires	Copier charges	223.56
DD	Screwfix	Supplies	83.95
Total			6723.81
Total Expenditure			15160.02

Receipts

Burial Fees	1500.00
Toilet Income	140.00

Total Income 1640.00