

MINUTES OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 7th JUNE 2023 AT 95 HIGH STREET, KINVER

PRESENT: Councillors JK Hall (Chairman), Mrs C Allen (Vice Chairman), S Charlesworth-Jones, A Calloway, IG Sadler, G Sisley, D McGirr, K Davies, Ms E Lord and County Councillor Mrs V Wilson and District Councillor P Harrison.

Also present: Mrs J Cree – Clerk, Mrs M Fullwood – Assistant Clerk, Dr R Painter and Mrs B Owen.

114/23. Apologies for Absence.

Councillors sent their apologies K Hosell, S Anderson, K Slade, P Wooddisse and E Simons.

115/23. Declarations of Councillors' Interest.

None were received.

116/23. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 17th May 2023 (copy attached).

The minutes of the meeting held on the above date, were agreed as a true and accurate record of the meeting.

117/23. To receive a report from the PCSO's relating to Kinver

The report was circulated to all members from PCSO Paula Wilkes. This was noted.

118/23. Public Participation

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

Mrs B Owen addressed the Council and reported that the Kinver bus is service running well, with no problems since last report. There have been no breakdowns, and the numbers are increasing.

Standing orders were reinstated.

119/23. To receive an update on the Community Use Agreement

The school emailed at the end of May to suggest a meeting date of 10th July at 4pm as they are unable to make a date earlier due to the exam period.

Due to 2 of our representatives not being able to make the 10th we have asked to reschedule to the meeting to the w/c 17th July, however members felt that a meeting this month is essential to avoid the breach continuing of the CUA, therefore the Clerk will write to the school and all interested parties, along with setting up a meeting with the SSDC Officers to work out a way forward, and call a meeting as soon as possible. The Chairman will help if required.

SSDC Councillor Mrs S Dufty has met with the Head Teacher and raised concerns over the meeting but was told the meeting was scheduled.

It was agreed to log / report feedback on peoples experience with the bookings at the schools leisure facilities so we have the information if its required in the future.

120/23. To discuss and agree new councillor generic email addresses

Cllr A Calloway reported as below:-

Purpose:

- To standardise the Parish domain using a ".gov.uk" TLD (only available to government organisations).
- Provide email addresses for all councillors to replace personal email addresses.
- Create an email policy including email address creation, retention, deletion.

Requirements:

- A top-level domain “kinverparish.gov.uk”. This is a special domain that requires specific registration through authorised domain registrars and costs £120 per two years.
- An email account from ZOHO, 80p per person per month (paid yearly – approx. £170)

Result:

- ZOHO is a third-party email service that is available on web, via a mobile application and also as POP3/IMAP for those who wish to use their own email client.
- If councillors want to use their existing email client (Outlook/Thunderbird etc), it can be added as a separate account; email will be collected at the same time as other emails.

Summary

The domain and email will work out at about £230 per year, but it will give us a government domain and emails which we can control.

For example, the email “andy@kinverparish.gov.uk” will be owned and run by the parish council so if the councillor leaves, it can be removed.

It also means people receiving emails will be able to trust that it is indeed a current parish councillor. Setup is easy. You can use the standalone ZOHO app or your own app using the IMAP/POP3 details provided (don't worry if you don't understand this, I can help you set it up).

The current website will not be affected, however we will be able to use the new domain instead of “kinverparish.com”

It was agreed to refer this item to the next Finance meeting for finance approval.

A grant has been applied for to develop the Visit Kinver Website, and the working party has met and given details for the grant as requested.

121/23. To agree and appoint new councillor following co-option interviews

The following people put their names forward for co-option:-

Mrs S Harris
Miss Natalie Owen
Mr J Kelly

A secret ballot took place, with first past the post voting, and Miss Natalie Owen was elected to the position of Dunsley Ward Parish Councillor.

The Clerk will forward a Councillor pack to them with the relevant forms and information they will require.

122/23. To discuss possible support for the Country Fayre

This was deferred until the next meeting when Cllr S Anderson will be in attendance.

123/23. To receive the minutes and any recommendations from the following Committee meetings:-

Planning and Development Committee
(including update on NPlan if applicable)

24th May 2023

The above meeting minutes were noted all the following recommendations were made:-

- All planning recommendations were made directly to the District Council
- if a meeting is not quorate or an application comes in that needs to have a response before the next scheduled meeting, the committee will prepare a response agreed by majority via email, and this will be ratified at the next planning meeting.

This was agreed.

An update on the Neighbourhood Plan was reported, the examiner has come back and made their comments, and given praise on the quality of the plan. Some adjustments need to take place, and the group need to speak to SSDC and prepare a joint letter detailing the agreed changes. Following this the referendum can then take place on the plan.

L & A Committee

24th May 2023

The above meeting minutes were noted the following recommendations were made:-

- agree to Co-Opt onto the Committee for the life of this Council, Mrs S Harris and D Tibbetts – this was agreed.
- have a advisory group to progress this market with ideas and feedback, possibly the Chairman and Vice Chair of the traders (to be decided by that group) plus 1 other, 3 market stall holders, 3 Parish Councillors, 1 Country Fayre (when required) and a District Councillor, so they can come back to either the Parish Council or L & A – this was agreed and a review to take place after 6 months , it was suggested to alternate the chair of the meeting, this was noted.
- the bookings / administration of the market is transferred to the Parish Office – this was agreed, advice will be taken from SSDC to formalise the paperwork side of things re insurances, health and safety etc and a review to take place after 6 months.
- to employ a company to do the PR / marketing for the market on a month by month basis – Cllr A Calloway agreed to help on this for now, and re-discuss in the future.
- to purchase a noticeboard at a cost of £762.08 + VAT for outside the Burgesses – to this was referred to Finance.
- discuss with the Country Fayre future events, and how the Parish Council can support them (agenda item for July).

24/23. County / District Councillor to address the Council on any matters relevant to the Parish

County Councillor Mrs V Wilson reported:-

- Some yellow lines, on Enville Road by the school and the zig zags have been repainted, this is following a meeting last year with residents that live by the school. The parking warden can enforce illegal parking, the PCSO can they come down at school time to help stop the inconsiderate parking side. The Clerk to request their attendance where possible.
- She has received complaints on the pot hole filling on Kingsford Lane, the Worcestershire side has been done with full patches, but the South Staffordshire side has had emergency repairs done.
- The Police and crime reports were received today, she had a meeting with Chris Cotton and she reported that there is little police presence at meetings. The Clerk to let her know their attendance record for this year so far.
- Discussions are ongoing with regard to the Police post.
- She helped with Community Speed Watch recently in Kinver. She will be out on Saturday with the speed device in the Parish.
- She thanked District Cllr P Harris and Parish Cllr A Calloway for clearing the corner of Hyde Lane with the junction of the A458.
- She is still in discussions with Highways over signage on the Holloway.
- She is going out on the High Street to look at redundant street furniture that can be removed.

SSDC Councillor P Harris reported on the following:-

- SSDC are doing ward walks, some of these items to be looked at are the nail bollards, and fly tipping.
- Planning is being looked at, particularly the potential redevelopment of the Mill House site and possible redevelopment around the school due to traffic congestion and the impact of the White Hill development.
- He has asked to speak to the Planning Officer on the White Hill development following on from the letter sent from the Parish Council.
- Health and Well being – he raised this issue with the chairman of the committee Cllr Val Chapman, his concerns are the secondary health care services, such as mental health issues etc, as they are based in Staffordshire (Cannock) and need more local services.
- The Church Wall – there are no further updates and discussions are started with the Officers at SSDC following the elections, he made reference to small parishes would not be able to take on board the costs as they would be very large for each parishioner to pay.

125/23. Report of the Chairman

There was no report from the Chairman as he had been away since the last meeting.

126/23. To receive and note the report from the Clerk including Burial Ground Superintendents report.

The following items were noted:-

Health and well being from Cllr Mrs V Wilson – agenda item

It was agreed to change of supplier for utilities as per email circulated to members.

Insurance to be renewed 18th June, this is the final year of the fixed contract £2333.80.

8th June 9 – 1pm Parish Summit at Codsall

Update email re Fibre broadband the progress for adding Stourton

Training session from NALC on **Demystifying the role of local councillors**

Cars racing in High Street – email received

Email received re EV charging costs and solar connections

Burial Ground Superintendents report - There has been 1 re-opening of a plot and 3 headstone applications.

127/23. Reports from Members sitting on Outside Bodies for the Parish Council.

Cllr Mrs C Allen reported that she attended the Wolverhampton Airport Consultative Committee, there is a new chair of the chamber of commerce, which is Laura Taylor and they Chair these meetings. Last years movements were the busiest on records and this years seems to be heading the same.

The weekend of the 15 -16th July there is a 40's event with a hanger dance on the Saturday evening. The East West runway is now fully functional, this is very unique as they have 3 hard runways.

128/23. To receive the accounts for payment since the last meeting.

The accounts were set out as appendix 1 to these minutes were accepted.

129/23. Items for future Meetings Council.

To be with the Clerk by the 26th June - Support for the Country Fayre

130/23. Dates of Next Meetings –

Planning and Development Committee	21 st June 6.pm and 12 th July 2023
Leisure and amenities Committee	21 st June 2023
Finance and General Purposes Committee	28 th June 2023
Parish Council meeting	5 th July 2023

Accounts for payment for June meeting 2023

Accounts for payment	Description	Total
Andy Read Services Ltd	Contractor work	457.50
Barclays	Monthly charges	8.35
B & Q	Long reach hedge trimmer battery	214.99
Bayersan	Window cleaning bucket	17.10
BHIB	2 weeks insurance whilst they review best option for renewal	76.29
BHIB	Annual premium (last year of 3 year agreement)	2333.80
Conies Pet Store	Prizes for Coronation	200.00
Greenacre Services	May	590.00
Gif Gaf	Sim for CCTV at garage and tracker	12.00
Halesowen Brass Band	Coronation Exp	275.00
Hanging Basket		35.00
HMRC	June	1499.39
ICCM	Annual Subscription	95.00
IONOS	Web charges	1.20
J R K	Supplies	40.73
Kinver Edge Farm Shop	Monthly opening toilets	162.00
Kinver Youth Café	Grant	432.00
Morrisons	Fuel for equipment	26.00
Our Village Green Ltd	Eco Cleaning products	12.75
Pure Shine Window Cleaning		62.00
Salaries	June	4988.65
Screwfix	Supplies	48.98
Source for Water	Water rates	40.09
Signal Traffic	Balance of payment	34.00
SCC pensions	June	1943.54
Tygar Surfacing	Repair to Play Area	600.00
Utility Warehouse	Kinver Edge Toilet	24.06
Utility Warehouse	95 High Street	536.34
Utility Warehouse	EV Point / water pipe heater	266.30
Utility Warehouse	Garage	277.23
Viking Direct	Supplies	49.86
Water Plus	Rates Toilets Kinver Edge	34.31
Water Plus	95 High Street water rates	48.44
Water Source	Foul water Kinver Edge toilets	40.09
Wicksteed	Play area repair	442.20
Viking Direct	Back up drive, misc stationary	81.51
	Total Expenditure	16006.70
Receipts		
Burial Fees		450.00
Vend electric		119.73
Kinver Market		170.00
West Brom	Annual interest	141.18
	Total Income	880.91