

MINUTES of the PARISH COUNCIL MEETING

Tuesday 4th June 2024, 7.30 pm at Finstall Village Hall, Finstall

Councillors present: Cllr Will Taylor, Chairman
Cllr Christine Orr-Cooper, vice-Chairman
Cllr Norman Hewer
Cllr Molly Molloy
Cllr Wendy Molloy
Cllr Rosemarie Ryan
Cllr Caroline Spencer

Councillors not present: All present.

In attendance: Two members of the public
Mark Hollingworth, PC (for part meeting)
Coun Peter Whittaker, District ward member for Tardebigge.
Gill Lungley, Clerk/RFO.

1. Chairman's welcome

The Chairman welcomed everyone to the meeting and declared it open.

2. To record absences and receive any apologies for absence. Not required.

3. Declarations of interest. Not required.

4. To consider any request from a councillor for a dispensation to be allowed to stay in the meeting after declaring an interest. Not required.

5. Public Forum.

- a) An opportunity for members of the public to raise matters of interest or concern relating to this agenda or for future meetings.
- i. Concern was raised about recent antisocial behaviour at Penmanor recreation ground over two weekend evenings during a period of good weather when fencing around the electricity pole had been damaged and benches overturned. The police had been made aware and residents were advised to dial 999 if property was being damaged.
- ii. Concerns about an event at the Bromsgrove Rugby Club were also mentioned, and discussed in greater detail at minute no. 10b.
- b) County and District Councillors, Safer Neighbourhood Policing Team, and Community Representatives are invited to present an update on their activities.

District Councillor for Tardebigge ward, Coun. Peter Whittaker mentioned the parish council's recent request to review the parish boundary, and the anomaly relating to Field View House which is alienated from the rest of the parish.

County Councillor for Bromsgrove East division, Coun Kit Taylor had sent apologies via Coun. Peter Whittaker.

- 6. To consider the minutes of the previous Council Meeting** (the Annual Parish Council Meeting) held 07/05/2024 and recommend approval.
The minutes of the meeting held 07/05/2024 were approved as an accurate record of proceedings, and were signed.
- 7. Planning Development.** To (a) comment on any planning consultations received and (b) note Planning Authority (Bromsgrove District Council) decisions made, and (c) consider any other planning matter.
- a. Whilst the agenda referred to the none receipt of any new consultations the Clerk reported receipt of one consultation earlier that day, as follows:

Application type:	Full Application	Reference:	24/00192/FUL
Proposal:	Installation of 40 solar panels on 5 ground mounted frames		
Location:	Crossbrook House , Dusthouse Lane, Finstall, Worcestershire,		

Detail was shared with the meeting on screen via projector to show the site, and whether it was possible to see into the proposed installation site from surrounding roads. It was **AGREED** to state: ‘Finstall Parish Council has no objection to this application which will have small visual impact on the surrounding countryside and seeks to reduce dependency on fossil fuels.’

- b. **No notifications** of any planning decisions were received since last meeting.
- c. **Other planning matters:** It had been noted in a recent planning application outside the parish, as notified via the weekly list, that planning permission was being sought for the ‘installation of air source heat pump’. The reason given for this was due to noise assessment: ie Due to the heat pump failing the MCS noise assessment by 1db planning permission needs to be granted before installing.

8. FINANCE

a) To note the bank reconciliation to 29/05/2024

For period 01/04/2024 – 29/05/2024		
Opening bank balances 01/04/2024	19,771.86	
Add actual receipts for year to date	320.00	
Less authorised payments for year to date	-3,400.10	
Total	A	£16,691.76
Bank balances as at 29/05/2024		
Unity Trust Bank	6,191.76	
Bromsgrove DC short-term investment	10,500.00	
Less unrepresented payments	0.00	
Total	B	£16,691.76
	-	A=B=balance

b) To consider and authorise payments and note receipts

Vno	To	Reason	Gross amount	VAT paid
Following were paid by Standing Order, 28/05/2024				
19	Staff	M/soft office software May 2024	10.32	1.72
20	Staff	Salary, May 2024	433.42	0.00

Vno	To	Reason	Gross amount	VAT paid
Following to be paid by direct debit or Standing Order during June				
21	Scribe / Starboard Systems	Bookkeeping software June 2024	14.40	2.40
22	Staff	M/soft office software June 2024	10.32	1.72
23	Staff	Salary, June 2024	433.42	0.00
Following to be paid by BACS:				
24	IDG Garden Services	Lengthsman duties, May 2024	150.00	0.00
25	IDG Garden Services	Bus stop clean and inspect, May 2024	40.00	0.00
26	IDG Garden Services	Bin emptying and waste removal	72.00	0.00
27	IDG Garden Services	Mowing of recreation ground x 2 cuts	140.00	0.00
RECEIPTS				
R2	From Worcestershire County Council: Lengthsman reimbursement: April 2024			£150.00

The Clerk, as RFO, confirmed each invoice had been checked prior to presentation for payment approval. Each invoice was available for inspection, and will be attached to the online payments schedule circulated to all members after being signed by two members in the meeting.

c) To note the current budget position v actual receipts and payments to 29/05/2024

RECEIPTS		RECEIPTS			Yet to receive	
Code	Title	Budgeted	Actual	Variance		
1	Precept	12,896.40	0.00	12,896.40	12,896	
2	Grants/Donations	-	-	0.00	-	
3	Bank Interest	350.00	0.00	350.00	350	
4	VAT Refund	0.00	0.00	0.00	-	
5	Other inc Lengthsman	3,400.00	320.00	3,080.00	3,080	91%
SUB TOTAL		16,646.40	320.00	16,326.40		
TOTAL received to date			320.00			
PAYMENTS		PAYMENTS			Yet to spend	
Code	Title	Budgeted	Actual	Variance		
6	Staff Costs	5,513.00	866.84	4,646.16	4,646.16	84%
7	Expenses & Training	250.00	0.00	250.00	250.00	100%
8	Subscriptions & Memberships	550.00	434.13	115.87	115.87	21%
9	Insurance	558.40	682.55	-124.15	-124.15	-22%
10	Lengthsman, bus shelters, tubs	4,182.00	744.25	3,437.75	3,437.75	82%
11	Communications	550.00	0.00	550.00	550.00	100%
12	Administration	1,400.00	41.20	1,358.80	1,358.80	97%
13	Audit & Professional Fees	300.00	292.40	7.60	7.60	3%
14	Elections	200.00	0.00	200.00	200.00	100%
17	Playing Field	2,500.00	193.00	2,307.00	2,307.00	92%
18	Reserves 1	4,000.00	0.00	4,000.00	4,000.00	100%
20	Events, grants	500.00	36.00	464.00	464.00	93%
SUB TOTAL		20,503.40	3290.37	17,213.03	17,213.03	84%
Summary						
NET TOTAL		20,503.40	3,290.37	17,213.03		
V.A.T.			109.73			
GROSS TOTAL, spent to date			3,400.10			

It was noted:

- i. that as the precept for the first half of the year (£6,448.20) had been received at the end of the previous financial year, then it would not show as a receipt in this financial year.
- ii. That the insurance cost was for more than had been budgeted.

9. Clerk's reports and correspondence received, for information:

Updates to ongoing matters:
Re 06/02/2024 min 10i - Traffic concerns. No further progress relating to speed reduction measures.
Re 06/02/2024 min 10e – Installation of litter bins in the parish To monitor the situation regarding litter in Upper Gambolds Lane, near canal bridge.
Lengthsman Reports <ul style="list-style-type: none">• Loose bolts to several road signs are being replaced.
<u>TOWN & PARISH COUNCIL CONFERENCE (REMINDER)</u> Worcestershire County Council Town and Parish Councils Conference is to be held on Wednesday 12 June 2024 from 6 – 9pm at Wyre Forest District Council Offices, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF
Civility and Respect Pledge. The Chairman signed the certificate received from NALC; certificate no. 1563.
Correspondence received and circulated to members:
NALC Chief Executive's Bulletins
Weekly planning updates for the Bromsgrove district.
Monthly Fraud Bulletin from West Mercia Police
Invitation: The Chairman of the Council, Cllr Sam Ammar invites you to attend the “Fly the flag for our Armed Forces” short ceremony on Monday 24 June 2024 at 1000 hrs prompt at Crown Close, Bromsgrove, near to Amphlett Hall and the War Memorial. Saturday 29 June 2024 marks the 16th Armed Forces Day , and we will once again be raising a flag for the duration of the week from Monday 24 June. By Flying the Flag in our community, we are showing our support for the men and women of our Armed Forces, past and present, who continue to rise to the very difficult challenge of maintaining the defence of the realm.

10. To consider and decide upon the following:

a) To agree arrangements for progressing the Penmanor management plan.

- i. The holes in the playing field have been infilled.
- ii. The post and rail fencing has yet to be replaced around the telegraph pole.
- iii. Graffiti has yet to be removed.
- iv. IDG Garden Services would prepare the ground near the poplar boundary ready for sowing the wild flower seeds.
- v. There is a contact in Tutnall who might advise on bat and bird boxes.
- vi. Plans for the interpretation board are ongoing.
- vii. A resident would be asked about repainting the play equipment and benches.
- viii. The tree survey report is expected within the next few days.

b) To consider the parking arrangements for Bromsgrove Rugby Club, following entertainment festival on 11/12 May.

The entertainment festival had been well attended and many cars had been parked on Finstall Road, preventing the through flow of traffic. Several councillors had been called out or were caught up in the incident which also saw buses and a prison van delayed by up to an hour and an emergency vehicle unable to make progress. Following the event, the parish council had received representations from residents who do not object to events at the club, but are concerned about the detrimental impact of poor traffic management due to the events.

It was noted that as there are double white lines (or single and dotted white lines) along the centre of the road then there should be no parking on either side of it at any time. The Clerk was asked to write to the club requesting better traffic management when hosting popular events, whilst at the same time confirming support to the club for the benefit it provides to the community.

c) To agree date of SmartWater delivery to Finstall Community and involvement

It was **AGREED** to print a leaflet for each councillor to deliver within their newsletter delivery area, stating arrangements for delivering a Smart Water kit to each household, to take place in September.

d) To agree content and preparations for the next Finstall Focus newsletter.

The next issue to include news of the Flower and Vegetable Show on 31/08/2024, plans for the Smart Water rollout, wildflower planting at the playing field and any feedback from the rugby club.

e) To consider report of blocked gullies along Finstall Road.

The county council keeps a list of roadside gullies and the dates they are inspected and/or cleaned and/or emptied and will respond to reports submitted via their online report pages. It was noted the Lengthsman’s duties regarding gullies are limited to clearing the grates only, ie cannot dig out the drain if blocked.

f) Policies

In keeping with the Civility and Respect Pledge, the council **AGREED** to adopt the Dignity At Work policy.
It was noted the new Financial Regulations are not yet ready for adoption.

11. Members to raise items for discussion at next meeting.

- i. Concerns have been raised by a resident in a neighbouring parish seeking support for dealing with anti-social behaviour by their neighbours.
- ii. The improved appearance of the parish flower troughs this year.
- iii. Production of a welcome to Finstall package for delivery to new residents.
- iv. Parish council contribution of funds towards the churchyard upkeep.
- v. Road closure notices being ignored.

12. Date, time and venue of next meeting:

Tuesday 2nd July 2024, 7.30pm at Finstall Village Hall.

The Chairman declared the meeting closed at 9.50pm.

Signed..... Date
Chairman, Finstall Parish Council