

## **HOCKLEY HEATH PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Wednesday, 19<sup>th</sup> March 2008 at Dickens Heath Village Hall. The meeting commenced at 7.30 pm.

### **Present:-**

Cllr R Holt  
Cllr B Brown  
Cllr P Kennard  
Cllr B Lintern  
Cllr M McCarthy  
Cllr M Pettinger  
Cllr P Seddon  
Cllr D Skelding  
Cllr A Thompson  
Cllr V Arfan

Chairman  
Vice Chairman

Mrs D Weir

Clerk

### Members of the Public:

PCSO Shale, Mr P Bulcock, Dr and Mrs Ghannam,  
Mr D Millichamp, Mr L Wardell

Dr Ghannam and his wife had been invited to attend the Parish Council Meeting and were welcomed by the Chairman and members.

Dr Ghannam outlined to members the problems experienced in attempting to purchase or hire suitable premises as a place of worship and spoke about the recent planning application for a cultural centre which had now been withdrawn.

PCSO Shale updated members on various issues including continuing problems with people parking their vehicles on pavements in Dickens Heath Village and parking along double yellow lines outside apartments. She advised of a recent incident when Dickens Heath Village Hall had been hired for a party with over 18's buying alcohol for sblings which had resulted in an incident before Christmas when a young lady had been arrested.

Mr Bulcock referred to attendance by members at Parish Council Meetings.

### **Minute 24/2008 - Declarations of Interest**

Cllr Pettinger declared an interest in the item West Midlands Regional Assembly – Regional Spatial Strategy – Phase Two Revision Draft Submission to SOS as owner of land at Cheswick Green.

The **Minutes of Parish Council Meeting held on 20<sup>th</sup> February 2008** had been circulated.

**IT WAS RESOLVED:-** that the Minutes be approved.

Members noted advice circulated by the Clerk with regard to formalities to be observed once the Minutes have been approved by Council.

### **Matters Arising from the Minutes**

#### **Minute 6/2008 - Solihull Area Committee – 17<sup>th</sup> January 2008**

Members noted the report previously circulated by Cllr Brown.

#### **Minute 166/2007 - Bus Service – Hockley Heath**

Members noted receipt of a letter dated 11<sup>th</sup> February 2008 from Central Connect which had been circulated previously. The letter confirmed that in response to the complaint about the service, the complaints were to be investigated.

#### **Minute 143/2007 - Hockley Heath Under Fives Group – Request to fence off Recreation Ground Play area**

The Clerk reported advice received from ROSPA that Local Authority policy is that when Pre School children are taken out to play, they are taken out to play in an enclosed play area, but this is not a mandatory requirement. Councils manage this by risk assessment. The Council previously assessed the risk from the wooded area and erected fencing to prevent children wandering off into the woods. Fencing could not be provided to totally fence in the play area for good reason, as this would have resulted in the fencing being in very close proximity to the play equipment and which would put the children at greater risk. Members noted the associated risk.

#### **Minute 152/2007 - Precept Requirements 2008/2009**

Members were circulated with a copy of the Precept Newsletter and agreed budget heads.

#### **Minute 9/2008 – Proposed Meeting**

The Clerk reported that the meeting proposed with Dr Leese and Mr Carver was now 8<sup>th</sup> May 2008.

#### **Minute 18/2008 - Standards Committee – Representation**

Members noted that the Area Committee had nominated Cllr Weaver of Meriden Parish Council as a representative for the Standards Committee.

#### **Minute 17/2008 - Cheswick Green Village Green – Damage**

Members noted that the contractor who had caused damage to the village green was alleging that he had returned the next day and put seed down, and that the clerk was pursuing this.

#### **Minute 124/2004 - Proposed Motorway Service Area at Jctn 4 M42 Monkspath**

Members noted receipt of an email dated 10<sup>th</sup> March 2008 from Stansgate Planning Consultants, advising that the highways evidence in relation to the Shirley Estates site had now been rescheduled to begin on 13<sup>th</sup> March 2008 and could well be put back further due to continued cross examination of the Highways Agency over the Catherine de Barnes site and also with further witnesses still to be heard. Members noted the problems raised if the previously scheduled appearance on behalf of the Parish Council at the Public Inquiry was put back further.

It was agreed that this situation would be dealt with as and when it arose.

The Chairman closed the Meeting at this point for the Annual Parish Meeting to commence.

Following the Annual Meeting and reports the Chairman reopened the Parish Council Meeting.

**Minute 5/2008 - West Midlands Regional Assembly – Regional Spatial Strategy – Phase Two Revision Draft Submission to SOS- Interim Advice on extension to Formal Consultation 7<sup>th</sup> January 2008 to 30<sup>th</sup> June 2008**

Members noted receipt of a letter dated 3<sup>rd</sup> March 2008 received from West Midlands Regional Assembly advising of an extension for submissions to be made and also the report from Stansgate Planning Consultants on representatives on the Regional Planning Partnership which included three members appointed by Solihull Metropolitan Borough Council and one member appointed by the Association of Parish Councils. The Clerk asked members whether they wished her to ask Stansgate Planning Consultants to respond to the Draft Submission on behalf of the Parish Council without advice from WALC or Solihull Metropolitan Borough Council.

**IT WAS RESOLVED:-** that a further invitation be extended to the Planning Officer, Solihull Metropolitan Borough Council, to attend a Parish Council Meeting to talk to members on the Strategy.

**Minute 25/2008 - Warwickshire, Solihull & Birmingham Training Partnership for Parish & Town Councils - Seminar for members**

Members noted details of forthcoming seminars organised by the Training Partnership on the role of parish and town councillors.

**Minute 26/2008 – Internal Auditor - Interim Report**

Members noted the Interim Report from the Parish Council's Internal Auditor and that there were no areas to which he needed to draw to the Council's attention following the interim audit.

**Minute 27/2008 - Parish Council Risk Assessment**

Members considered the Risk Assessment undertaken by the Finance & General Purposes Committee Working Party and information requested which was now provided and the Working Party recommendations.

**IT WAS RESOLVED:-** that the Risk Management Schedule as reviewed by the members be approved to incorporate the following :-

- a) copies of Village Hall Management Committee bank statements for January 2008 to be provided
- b) Village Hall hire agreements to be amended to include "managed on behalf of Hockley Heath Parish Council"
- c) Management Committees to take out Money & Fidelity Guarantee cover
- d) Management Committees to arrange for circuit testing to be undertaken (within 50 days if not carried out within last 5 years)
- e) Buildings cover for village halls to be reviewed to ensure buildings cover is adequate

**Minute 19/2008 - Local Charter – Parish & Town Councils**

Members noted that the Charter would be referred to Parish and Town Councils to adopt once it had been adopted by Solihull Metropolitan Borough Council.

**Minute 28/2008 – WALC – Nomination for attendance at Royal Garden Party 2008**

Members considered the letter from WALC requesting nominations for attendance at the Royal Garden Party.

**IT WAS RESOLVED:-** that Cllr Margaret Pettinger be nominated to attend the Royal Garden Party.

### **Minute 29/2008 - Finance Committee - Format**

The Clerk requested members consider the format of the Finance Committee and reverting to Finance being an agenda item on the main Council Agenda in order that all members were part of the decision making process for financial matters.

Members considered this with the main Council Meeting commencing at 7.00 pm to incorporate Finance as the first item on the agenda.

It was agreed that this item stand without discussion until the next Parish Council Meeting with the Parish Council's Standing Orders amended that future Parish Council Meetings commence at 7.00 pm.

### **Minute 30/2008 - Appointment of Bookkeeper**

The Clerk requested members consider appointment of a Bookkeeper for 4 hours per month which could if members wished, be financed by reducing her hours by 4 hours per month. She explained that the need for this appointment was to respond to the increasing requests for information. The Bookkeeper would be self employed and report to the Clerk as Responsible Financial Officer.

Cllr Thompson suggested that the position may involve 2 days work initially to set up.

Cllr Pettinger proposed that the Bookkeeper be appointed for 4 hours per month, but without reducing the Clerk's hours.

The Chairman asked members to vote on Cllr Pettinger's proposal.

**IT WAS RESOLVED**:- that the Bookkeeper be appointed under a Contract of Services for 4 hours per month, the Bookkeeper to be liable for payment of own tax and national insurance, and responsible to the Responsible Financial Officer. The Clerk's hours to remain unchanged.

### **Minute 31/2008 - Parish Council Website**

**IT WAS RESOLVED**:- that the members review the website on a quarterly basis.

### **Minute 16/2008 - Land at Snowhill Drive**

Members noted receipt of a letter from the occupants of 60 Snowhill Drive, Cheswick Green, and that there was insufficient information for members to consider the query.

### **Minute 32/2008 - Chiltern Railways – Car Share Scheme**

Members noted information received from Chiltern Railways regarding the Car Share Scheme.

### **Minute 33/2008 - Hockley Heath Residents Association – Recycling Facilities**

Members noted the contents of a copy of a letter from Hockley Heath Residents Association to Hockley Heath Memorial Hall regarding recycling facilities.

**IT WAS RESOLVED**- that the Clerk advise Hockley Heath Residents Association that the Parish Council is powerless to do anything with regard to the removal of the recycling facilities at Hockley Heath Memorial Hall as the Memorial Hall is on private land.

### **Minute 34/2008 - Planning Application – 2635 Stratford Road, Hockley Heath**

Members considered the plans for the planning application at 2635 Stratford Road, Hockley Heath.

**IT WAS RESOLVED**:- that the Parish Council object on the following grounds: the proposed development is over intensive and unsympathetic with the surrounding character of the village; the adjoining war memorial is a listed monument and there is concern that the excavation, drilling and piling may cause damage to the structure; the junction of Old Warwick Road/Stratford Road is a very busy junction and traffic entering or leaving the proposed site could pose a danger; the proposed height and mass will dominate the village and nearby residents accommodation; the parking for staff and customers is inadequate; it will have an adverse affect on the adjoining canal and trees.

### **Minute 35/3008 - Representatives Reports**

There were no reports.

### **Minute 36/2008 - Any Other Business**

a) Cllr Seddon updated members with regard to the Parish Review which had recently been considered by Solihull Metropolitan Borough Council and the Clerk was asked to establish the current position.

b) Cllr Pettinger advised that she had been contacted by a Resident with regard to the trees which had been lopped at Cheswick Green Recreation Ground and the land in front of the boundary fencing adjoining Heron Close. The Clerk advised that it had been recommended that more suitable trees should be planted in the future and she would raise this with the tree surgeon for advice.

There were no further matters raised and the Chairman closed the meeting at 10.55 pm.