**MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 7TH NOVEMBER 2018 AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER**

PRESENT: Councillor H Williams (Chairman), Miss V Webb (Vice-Chairman),

Councillors: D Light, N Other, Mrs L Hingley, BR Edwards, JK Hall, P Wooddisse, Mrs C Allen, J Cutler, E Simons, DH Hadlington and County Councillor Mrs V Wilson

190/18. Apologies for Absence.

Councillors G Mander, Mrs D Geoghegan and IG Sadler sent their apologies for the meeting.

191/18. Declarations of Councillors’ Interest.

Councillor Mrs L Hingley declared a non-pecuniary interest in relation to any matters relating to the Greenbelt / Conservation area.

192/18. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 3rd October 2018 (copy attached).

The Minutes of the meeting held on 3RD October 2018, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

193/18. Matters arising from Previous Minutes.

193/18.1 The Vine Public House

Email from SSDC

“Becky Hill in my team deals with Assets of Community Value; The Vine is not currently listed.

If I can assist further please let me know.

Regards

Lorraine”

This was noted.

193/18.2 Police attendance in the village

Following the last meeting when Sgt Dorrington addressed the members there has been no further contact from the Police on the matters relating to ASB in the village, in addition the Police Commissioner Mathew Ellis came to a meeting with a few of the Councillors and also reported how dissatisfied he was with the level of service in this area.

It was **Resolved** that the Clerk write to the Chief Constable and the Commissioner expressing the concerns of the Council on issues relating to both the 101 service and the ASB / crime levels in the village.

193/18.3 Additional services that SCC may dissolve to Parish Council level.

Councillor J Cutler asked if there was any progress on this item.

The Clerk reported that she needs costings to have an idea of what services cost so as it can be budgeted for. It was felt it would not be feasible for 2019/20 budget but would be something that should be discussed in the 2020/2021 budget.

Councillor Mrs V Wilson will try to get an idea of the cost i.e for hiring a drain cleaner for a day and its work level for that time, so as an idea of costs could be found.

This to be an agenda item for next meeting.

194/18. Public Participation – Standing Orders will be suspended for a maximum of 15 minutes to allow members of the public to address the Council.

For note: The public participation is for the public to address the Parish Council on matters that they wish to. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda.

Mrs M Rogers addressed the Council and gave the following report…

"In my capacity as local transport provider and attending the South Staffs Rural Transport Meetings (SSRTM) and a Community Connector, l can report that the Staffordshire Connect Service ceased to be operated by Staffordshire County Council at the end of March 2018.  South Staffordshire District Council are looking at all options to see what transport options could be provided.

Also from spring 2019 anyone getting on a bus with a concessionary travel pass in Staffordshire before 9.30am will have to pay, the free travel will be 9.30am to 23.00 hrs"

I have been in communication with Diamond Buses and they have informed me those passengers wishing to use the bus service before 9.30am

can purchase on entry a Twirly Card for £1. This entitles them to travel anywhere on that bus for as long as they wish until they get off it at which

point they could use the concessionary travel pass if after 9.30am but if before 9.30am they can buy another Twirly Card for £1 to continue their

journey on another bus.

Also following an earlier report made about the bus travelling from Stourbridge to Kinver for 9am not picking up passengers on route, l have checked with Diamond and that bus is coming direct form the Bus Depot at Kidderminster. There are to be other changes in time of the 8.10am and 8.40am buses.

From phone calls. I have since found that passengers are being made aware that the early bus from Kinver arriving at Russell’s Hall for 9am may be changing.  Passengers would have to change buses at Stourbridge Depot with only 5 minutes to spare.

l have asked that we (the SSRT team) are informed as soon as possible and time tables issued that can be posted in the Parish with a copy for yourselves at the Parish office and to the SSRT team.

I have said to Diamond Buses that it is important that resident in the Parish are kept informed of travel arrangements."

A resdient addressed the council and made the following statement:-

“Some of you may be aware that last Thursday I was the subject of an assault during the afternoon. while walking in the High Street.

This matter is now with the Police and subject to an ongoing investigation so I am unable to go into details.

However, I wanted you to be aware that this incident was linked to the ongoing problem of continued anti-social behaviour in the village and, in particular, the High Street in the vicinity of the clock shelter.

This has been a continuing problem over many years, but during 2018 has become more severe for those of us who live, work and spend time in the centre of the village. I wanted to once again emphasize to the Council the urgent need to address this problem.

Mr Nigel Stevens – addressed the Council in relation to the proposed development of the Pony Paddock on the Compa. He informed members that he had started a petition to stop any development on this site, as it is a designated Green area of natural beauty with natural flora, forna and should be retained as such. It is in the Greenbelt area also. He is looking to achieve Greenbelt designation for this site.

The Chairman thanked him for speaking to members and members will make comments on this matter at the appropriate time when a planning application is received from South Staffordshire District Council.

195/18. Police to address the Council on relevant matters and any relevant matter relating to ASB in the village and outstanding police matters of concern

PCSO Alex Rathbone attended the meeting and ran through the crime statistics for October.

196/18. Car Parking in the High Street

*Previous minutes It was agreed that Councillor P Wooddisse will discuss with the Officers from the Constitutional Club if there is an option to reopen the car park for shoppers and report back to the next meeting.*

Councillor P Wooddisse has received an email from the Constitutional Club, saying this matter had been resolved with discussions with Councillor Mrs V Wilson and H Williams. This in fact related to a meeting held some time ago, and Councillor P Wooddisse will go back and start discussions again.

197/18. Removal of Post Box update

Email sent to Royal Mail on the 23rd October 2018

“Hello

I rang and spoke to someone on Thursday last week about a post box that was removed from outside our old Post Office.

You have consulted with the local authority that said you did not need planning permission to remove the post box, but the box that was sited there has to remain in the High Street as per the Conservation Officer, and it could be relocated.

Someone came last week with a low loader and took it away, we want our post box back!!!

The reference number I was given was 1-45585609991 when I called.

Before this box is lost, scrapped or sold we want to ensure it comes back to Kinver for our parishioners to use, we have no post box now in the High Street!

Please can you contact me urgently on 01384873878 or email by return.

Jennifer Cree

Response received from Post Office

“Good Afternoon Jennifer,

Thank you for your email. This box was situated on private land and consent was withdrawn by the land owner for the box to be sited there. As a result, Royal Mail were legally required to remove this box in a timely manner.

It has also been arranged for the box to be re-installed across the road outside the Co-op Store. This location was subject to utility searches, H&S checks and scans to ensure the new location was suitable. I have contacted Royal Mail’s engineering team to query whether they have a date the installation is booked in for and will advise in due course.

Kind Regards,

Jonny

Post Box Team “

Further email…

“Apologies, the process of installing Post Boxes in new locations takes slightly longer than the removal process.

The new location has been subject to scans and H&S checks to ensure that no underground utilities are disturbed when carrying out the works as well as to ensure the safety of both customers and Royal Mail staff.

Hopefully I will have a date for you shortly.”

This was noted.

198/18. Play area inspection report

The play area inspection has taken place, there were two minor problems, a sign for the gym equipment has faded, so one we have in stock has been reinstalled; and a bolt missing off one of the roof panels on the toddler climbing frame, which has been replaced.

This was noted.

199/18. Churchill Corner – Cllr Miss V Webb

Councillor Mrs V Webb reported that this area was looking worse than ever, and that she is going to personally organise volunteers from the area to clear the overgrowth away and she will supply some gravel to make good the path.

200/18. To receive the Minutes of the following Committee meetings and to consider adoption of any recommendations therein -

Planning and Development Committee 24th October 2018

The minutes of the above meetings, having been circulated, were **received,** the following Recommendations in item 5 of those minutes were made to the Parish Council.

These were accepted.

201/18. County / District Councillors to address the Council on any matters relevant to the Parish (including discussions re Church Hill)

Councillor Mrs V Wilson reported on the following:-

* She had walked around the Parish with Mrs Fullwood following complaints from a person with limited vision, as he had reported problems with overgrown hedgerows. She had knocked on the doors of some of the properties and those she spoke to have actually cut back the offending hedges.
* The ice buster scheme is running again this year, anyone wishing to have grit supplied to clear areas of the village need to contact the County Council.
* The gulley clearing programme has been scheduled and if there is a gulley you would like information on to contact her and she will get back to them with a date.

This was noted.

Councillor BR Edwards reported that:-

* The District Council have been short listed for a Local Government award.
* The Connect Bus is being relaunched, and the contracts are going out to tender. The service will only operate on the most popular previous routes.
* He attended the Police, Fire and Crime prevention panel, it was reported that the Police had planned to recruit a further 50+ officers, however they have to review this now as they have to find further funding to cover pension requirements.
* The camera requested for the High Street, it is being looked into, but due to there not being any lampposts on the High Street, they are having to look at engineering a bracket for it to be located on.

Councillor Mrs C Allen asked if the District Council have / would consider food waste recycling… Councillor BR Edwards said it had been looked into but was not cost effective at this time.

202/18. Report of the Chairman

The Chairman reported that the Remembrance Day Service is at St Peters Church the Vicar has asked that the congregation arrives before 10.30. If people wish to march to the church then they should meet at the Police station car park at 10.30.

There will be a children’s service on Friday in Church at 1.30pm, and on Saturday there is a cross laying ceremony at 10.45am. There will be a beacon been lit at 7pm on Sunday 11th.

203/18. Report from the Clerk.

Matters for decision

Polling Districts and station review 2019

I am writing to inform you that the Council is undertaking a review of polling districts and polling places in the District. Formal notice of the review has been published on the Council’s website and at the Council offices.

The Council is undertaking the review to comply with current legislation which requires a review to be completed every 5 years. We are undertaking this review ahead of the 2019 District and Parish elections.

The consultation period for the review will commence on Monday 15 October 2018 and end on Friday 30th November 2018.

During that period, the Council would welcome your views in relation to the existing polling districts and polling places or any proposed polling districts or polling places. Your comments as to the suitability of the polling stations to be used at the designated polling places and of their accessibility to electors who are disabled would be most welcome.

A submission form is available for you to provide comments (a copy is attached) and can be obtained from the council’s website or by contacting the Elections Office using the details below.

Timetable

|  |  |
| --- | --- |
| Date | Action |
| 08th October 2018 | Publication of the notice of review on the website and at Council offices. |
| 15 October 2018 – 30 November 2018 | Consultation period. |
| 14th December 2018 | Publication of Returning Officer’s report for proposed and existing polling places. |
| 21st December 2018 | Deadline for receiving public comments and submissions relating to the RO’s report. |
| 24th January 2019 | RO’s provisional decisions presented to the Standards and Resource Committee. |
| 28th February 2019 | Publishing final conclusions of the Review. |

All submissions, relevant correspondence and Returning Officer’s comments relating to the review process will be made public on the website and for public inspection as the review progresses.

Paula Watson  
  
**Technical Elections Officer  
Policy & Partnership Services**

**SSDC Homelessness survey –** None are known to be in the Parish.

**Wooden Plant trough…**

As previously reported via emails, the plant trough has been hit on several occasions over the past few weeks.

It is clear from the last time it was hit that it needed to be moved, so it is now located on Danesford Gardens. Since its been moved, a further person has not seen the buildout (due to the sun) and has gone straight up the curb and damaged tyres, and there are several tyre marks where people are driving straight over the pavement.

The Clerk has raised this with County Councillor Mrs V Wilson as this is the crossing point and many school children and mums use it each day.

She has found out the following:-

“If I sent the Inspector to revisit all they would do is raise a job to have this area tarmacked and made good.

If you and the Parish wish to consider for a bollard to be provided at this location then the only available budget is via the DHP or Parish funded, and with your weight restriction limit it is unlikely you would have any money left (of which I am chasing the Engineer for costing of the weight limit).

Therefore we potentially would need to ask the Parish to consider funding a reflective bollard. The cost of the bollard is approximately £350. “

Members noted this information and asked that the County make good the pavement.

**Invitations to attend**

South Staffordshire Partnership Event on 9th November 9am – 1pm.

**Matters to Note**

Projected election costs £12514.37 for 2019.

**Superintendents Report**

1 x new burial plot

1 reopening of a burial plot

2 x new ashes plots

The above was noted. Members thanked Mr Lee Slater for his hard work in keeping everything going whilst he is working on his own.

204/18. Reports from Members on Outside Bodies.

None were reported.

205/18. Accounts for Payment.

Accounts were presented to the members and are set out as appendix 1 to these minutes. These were agreed.

206/18. Items for future Meetings

Date for items to be received is Monday 26th November.

Staffordshire County Council – works potentially funded by Parish Council

207/18. Dates of Next Meetings –

Leisure and Amenities Committee 14th November 2018

Finance and General Purposes Committee 21st November 2018

Planning and Development Committee 28th November 2018

Parish Council 5th December 2018

Planning and Development Meeting 12th December 2018

All meetings to start at 7.00 pm

208/18. Exclusion of the press and public

The press and the public were excluded on the grounds that the business to be transacted related to staffing matters.

209/18. Update on the Staffing issues

The Clerk updated members on the long term absence of the Maintenance Technician.

Appendix 1 to the minutes of the Parish Council meeting held on the 7th November 2018

|  |  |  |  |
| --- | --- | --- | --- |
| **Accounts for payment 7th November 2018** | | |  |
|  |  |  |  |
| **Chq No** | **Ratification** |  |  |
|  |  |  |  |
| 101183 | British Telecom | Phone and Broadband | 429.04 |
| 101184 | Cancelled |  |  |
| 101185 | OCL | Supplies | 994.31 |
| 101186 | SCC | Supplies | 349.39 |
| 101187 | SWOPS | Diesel account | 160.22 |
|  |  |  |  |
|  |  | **Total** | **1932.96** |
| **Chq No** | **Accounts for payment** |  |  |
|  |  |  |  |
| 101188 | British Legion | Wreathes | 110.00 |
| 101189 | ESPO | Supplies | 119.68 |
| 101190 | J R K | Stationary | 71.69 |
| 101191 | Kane Mailing | Ink Cartridge | 75.59 |
| 101192 | N Power | Christmas Lights Charge | 58.51 |
| 101193 | Petty Cash | October | 59.39 |
| 101194 | ROSPA | Play Area inspection | 218.40 |
| 101195 | Water Rates | Kinver Edge toilets | 22.87 |
| 101196 | SCC | Van lease x 2 and OCH charge | 825.50 |
| 101197 | SCC | Pensions | 1874.21 |
| 101198 | Viking Direst | Stationary | 4.12 |
| 101199 | Water Plus | Foul water dispersal | 83.21 |
|  |  |  | **3523.17** |
|  |  |  |  |
|  | **List of Monthly Direct Debits** | |  |
| DD | SSDC | Rates | 42.00 |
| DD | Inland Revenue | October | 1287.74 |
| DD | Utility Warehouse | Garage electricity | 9.86 |
| DD | Utility Warehouse | 95 High Street Gas and electricity and mobile phone | 131.96 |
| DD | Utility Warehouse | Kinver Edge Toilets | 30.97 |
| DD | Utility Warehouse | High Street Toilets | 10.62 |
| DD | Salaries | November | 5281.55 |
| DD | Contractor payment |  | 693.00 |
| DD | Screwfix | Supplies due for payment 31/10/18 | 136.95 |
| DD | Postage |  | 109.60 |
| DD | Pureshine | windows cleaned | 40.00 |
| DD | Midshires | Copier charges | 299.29 |
| dd | Siemens | Franking machine charges | 136.60 |
|  |  | **Total** | **8210.14** |
|  |  | **Total Expenditure** | **13666.27** |
|  | **Receipts** |  |  |
|  |  |  |  |
|  | Burial fees |  | 2305.00 |
|  | Toilet income |  | 120.00 |
|  |  |  |  |
|  |  | **Total Income** | **2425.00** |