

**MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 3<sup>RD</sup>  
OCTOBER 2018 AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER**

PRESENT: Councillor H Williams (Chairman), Miss V Webb (Vice-Chairman),  
Councillors: IG Sadler, D Light, N Other, Mrs L Hingley, BR Edwards, JK Hall, P Wooddisse,  
Mrs C Allen, J Cutler, G Mander, E Simons and County Councillor Mrs V Wilson

168/18. Apologies for Absence.

Councillors Mrs D Geoghegan and DH Hadlington sent their apologies for the meeting.

169/18. Declarations of Councillors' Interest.

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

Councillor BR Edwards declared a non-pecuniary interest in relation to agenda item 180/18 Planning minutes.

170/18. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 5<sup>th</sup> September 2018 (copy attached).

The Minutes of the meeting held on 5<sup>th</sup> September 2018, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

171/18. Matters arising from Previous Minutes.

SID Post in the High Street

The Clerk has requested a post location in the High Street from the County Council to locate the SID.

Library update

Cllr Mrs C Allen reported that the County are launching a new service (due to the Mobile library service probably finishing in January) to help those that are house bound, the aim of the Home reader scheme is listed below:-

- Anyone who is physically unable to visit a library can have books, audio books and music delivered to their home by library volunteers or have items collected from the library by a friend or relative.
- Home Readers are not charged for borrowing or requesting books, audio books or music.
- Most Home Reader Volunteers visit their clients every 3 or 4 weeks and swap over their books for them.
- Most Home Reader Volunteers will also sit down and spend a little time with their clients, thus helping to tackle the problem of social isolation.
- All Home Reader Volunteers complete our official volunteer application forms and go through the DBS process.



This was noted.

Moss Grove Surgery

No update has been received.

External Audit report.

This will be an agenda item for the next Finance meeting again.

KSCA Door locks at the outside toilets

The Clerk has still to get quotes for replacing the existing door with a coin lock to enable it to be used by the users of the park.

172/18. Presentation from SSDC re May election process and Locality Profiling

Becky Harris the elections and policy manager, Chloe Beddow deals with Locality profiling and Paula Watson deals with elections addressed the Council on the following:-

Paula Watson outlined the process for bi-elections and elections for Parish Council's.

The upcoming elections schedule for 2019 is attached as appendix 1 to these minutes.

The costs are to be distributed 50/50 between Parish Council and SSDC, however if there are no elections for SSDC in may then a charge of £50 is made to Parish for the District part and the remainder of the costs are borne by the Parish Council for their part in the elections. If there are no contested seats then the costs will be minimal.

The Clerk has asked for costing on the Parish Council if an election is called.

Chloe Beddow reported that her department collects and analyses data and produces statistics based on this information. She produces a locality profile document.

She asks if Parish Councils can feed in and add data as they have local knowledge also.

She left a small exercise for the Council to look at, it was agreed to meet at 6pm on the 24<sup>th</sup> before planning to complete.

173/18. 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.

No members of the public present wished to speak.

174/18. Police to address the Council on relevant matters and any relevant matter relating to ASB in the village and outstanding police matters of concern

Email circulated from Jason Dorrington:-

"I have been asked to contact you by my area commander Chief Insp Mark Ward following an email you sent him on behalf of the Parish Council on 11/09/18.

I have been on leave since 08/09/18 for a 2 week holiday, hence the delay in contacting you. I have tried to call you today but I was directed to the answerphone. I have left my details on your messaging service.

I am one of the three Neighbourhood Sergeants working at South Staffs and I work out of Wombourne Police station.

I have been monitoring the situation within Kinver village quite carefully for the past 6 weeks. As well as the information passed to us by your office I have personally been on foot patrol speaking to residents and dog walkers on the field at the KCSA. I am the licensing and events Sergeant for the South Staffs area and prior to its dissolution I ran the Kinver pub watch, however I have kept in touch with the licensees. Your information was 'spot on' in relation to drug misuse on the skate park and the clock tower. It was myself who co-ordinated the operation utilising plain clothed officers on 31<sup>st</sup> Aug. It was a good result and I can assure you that the investigation following that arrest will lead to others.

I have similar operations planned in the coming weeks, which will focus on Kinver and locality 5.

I would be happy to meet with you and discuss the current situation but I can assure you without any doubt that I will continue to gather information from our community contacts and my team will act upon this to ensure that the amenities in Kinver such as the skate park and the clock tower are used for their correct purpose and not ruined by a small minority who engage in ASB and criminal activity.

Sgt 4641 Jason Dorrington  
Shift 2  
South Staffs LPT  
Wombourne"

Sgt Dorrington addressed the Council to confirm his continued support for the Parish, he and his officers had increased visits to Kinver and were seeing some improvement.

He reminded members that he cannot arrest or stop and search anyone without due course, therefore if young people are sitting in the clock shelter and not doing anything wrong he has no powers to move them on.

Obviously if it is 3am that is different, but he stressed the importance of people witnessing problems or experiencing issues they should call 101. As since the last meeting there have been no calls of ASB in this area. The Police intelligence works on incidents, therefore to justify operations they need the statistics showing there is a problem to get the resources required to deal with the problems.

In the meeting Sgt Dorrington rang 101 and it took 9 mins to be connected.

Since the Clerk had reported the problems in the summer, the Crime Commissioner, the Inspector Mark Ward and the Chief constable have been to the village in person. So the police are aware of the concerns from the Council and are acting on information received from them.

A Covert camera was discussed for locating near the clock shelter however, these are limited in number and a case has to be put forward for their usage and where they are located Sgt Dorrington believed that an overt CCTV camera would serve a much better purpose and deter more crime than the smaller covert cameras.



Cllr BR Edwards reported that he had requested already from Helen Marshall that a camera is located opposite the clock shelter and this is currently being looked into. Cllr BR Edwards will chase this matter up and report back to the next meeting.

Members asked about speed monitoring in the High Street as this also was a complaint from parishioners. He stated that they do have a hand held speed device, but this can only be used in dry weather and not in the evening as it is a laser device. But he would look into deploying this in the area.

Members thanked Sgt Dorrington for attending the meeting and felt it had been very useful.

175/18. To ask the 2 SSDC Councillors questions regarding their actions relating to the Burgesses Planning Application (details attached) and to vote on the following motion

The Planning Committee members would like to ask the 2 District Councillors (Cllrs H Williams and BR Edwards) that voted for this development the following:-

- 1) Why did they vote against the recommendation of the Parish Council's planning Committee?
- 2) Why the Planning officers of the District Council, state in their recommendation to the Regulatory Committee that this development contravenes the NPPF, but still put it forward for approval?
- 3) Why was the parking amended again at the Regulatory Committee, when the solution proposed would have satisfied one of the queries concerns raised by the Parish Council?

Cllr H Williams stated that he did not wish to make any comments on the questions above.

Cllr BR Edwards reported that as a District Councillor he has to look at all of the information relating to a planning application before making his decision on how he will vote. In the case of the Burgesses he weighed up all of the evidence that was presented to him (as a District Councillor) and voted the way that he felt was appropriate.

Part of the decision making process is to evaluate the information and take into account the Planning Officers recommendations also. If the Officers are recommending approval they are the experts and this has to be taken into account before a decision is reached. With regard to the Burgesses application, there was never an opportunity for a parking space per flat, the plans (and he checked them with the officers prior to the meeting at District) clearly stated 12 spaces. He moved and proposed the acceptance of the plans based on all the information, and moved that spaces should be allocated accordingly i.e. 5 spaces for visitors and 7 for residents. To protect the visitors spaces.

In making his decision he looked at the comments from all consultees including Heritage England, Highways and Severn Trent these named organisations all stated that they had no objection to the plan. It was a fine balance between accepting the application or not, but in his opinion the plan was an improvement and if it was turned down by the Committee it would have no doubt been approved on appeal. This would then cost a large sum of money to the District. The application process is set by Central Government and these rules have to apply.

Members thanks Cllr BR Edwards for his comments, but there seemed to still be confusion over the number of parking spaces being offered by South Staffs Housing at the start of the Regulatory Committee meeting, and it was agreed that the Clerk ask for clarification on this matter.

Members felt that their objections to planning applications in general seem to be ignored or not listened to, and that the planning application for the Burgesses was flawed and should have been rejected from the outset, for example the Heritage Statement was very poorly put together.

We also need to be able to have a Conservation officer that is more involved rather than a shared Officer with Lichfield.

Concern was expressed that if a vote of no confidence was being moved towards the 2 Councillors, then this should have been undertaken also for the Grey House application. When public opinion and Parish Council were very much against the development but 2 out of 3 SSDC Councillors voted for it.

In light of the responses received Councillor JK Hall and Councillor P Wooddisse proposed to withdraw the vote of no confidence. On a vote this was carried with a majority with 1 abstention.

#### 176/18. Car Parking in the High Street

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.

#### 177/18. Update on Kinver Scout Camp

Councillor P Wooddisse reported that he had spoken with one of the camp organisers, and they had stated that the wedding that was held in the summer was a one off. They had breached the booking terms (which stated that there should be no noise after a set time etc.). There are no further plans to make this a regular occurrence. If those that live near can monitor the situation and let the District Council know if there appear to be any further breaches of the agreed rules of the site.

#### 178/18. Amendment to standing order no 17, 21, 15 and 18.

It was proposed by Cllr D Light and seconded by Cllr N Other to accept these amendments, on a vote they were carried unanimously.

#### Standing order 17d (ii)

to the Council the accounting statements for the year in the form of Section 2 of the annual governance and accountability return, as required by proper practices, for consideration and approval.

Change from section 1.

#### Model Standing order 21 and 15 (b) (ix)

Further to the Government's decision to exempt local councils from the definition of "public authority" for the purposes of the general data protection regulation the previous reference to "shall appoint a Data Protection Officer" in model standing order 21 (a) has been changed to "may appoint a Data Protection Officer". Model standing order 15 (b) (ix) has also been changed to confirm to the new position.

#### Model Standing order 18

Model standing order 18 © has been changed to include the words "unless it proposes to use an existing list of approved suppliers (framework agreement)" and now reads:

A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which include a requirement on the Council to advertise the contract opportunity on the Contracts Finder website regardless of what

other means it uses to advertise the opportunity unless it proposes to use an existing list of approved suppliers (framework agreement).

179/18. To discuss headstone testing at Comber Ridge

The headstones at Comber Ridge have not been tested for 10 years, they are due to be re-tested. The cost to test the memorials is £2.50 per headstone. This includes producing a full report on the unsafe headstones, we do need to advertise that this work is taking place, and the headstones that fail will be marked with a small sign and if we have owner information we will contact them to make good the headstone. We have approximately 180 stones so maximum cost would be £450, and a fee to be paid to the Dioceses of Lichfield of £240+VAT.

This matter was referred to Finance to discuss the funding.

180/18. To receive the Minutes of the following Committee meetings and to consider adoption of any recommendations therein -

Planning and Development Committee (to be tabled\*) 26<sup>th</sup> September 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.

Finance and General Purposes Committee 19<sup>th</sup> September 2018

The minutes of the above meetings, having been circulated, were **Received**, the following Recommendations were made to the Parish Council:-

- the accounts as set as Appendix 1 to these minutes be accepted.
- Daffodil bulbs are purchased at a cost of £70.

These were accepted.

Leisure and Amenities Committee 12<sup>th</sup> September 2018

The minutes of the above meetings, having been circulated, were **Received**, the following Recommendations were made to the Parish Council (and Finance Committee) that Daffodil bulbs are purchased at a cost of £70. (dealt with under the above item).

181/18. County / District Councillors to address the Council on any matters relevant to the Parish (including discussions re Church Hill)

Councillors attended the Parish Summit on the 28<sup>th</sup> September, and the jobs fair organised by the District Council seemed to be a great success. To help young people get to the venue, transport was put on and there were about 150 people attended and 40 employers that came.

Councillor Mrs V Wilson reported that she and Councillor Miss V Webb had been looking at the problems on improving access for pedestrians for Church Hill. They were looking at the possibility of improving the surface of the "Holloway Road" to encourage an alternate route for walkers to miss the bottom of Church Hill out. There may be funding from Amey for this work as they have an annual



project that they under take in the community and this could be one, Councillor Mrs V Wilson will put it forward. Before the Council can consider any level of funding / support costs for the works are required as any donation / funding would have to come under section 137.

They agreed to get costings for this work and bring it back to the next meeting.

In addition Councillor Mrs V Wilson reported that the funding at the County has a shortfall of £35 million pounds. They are unable to increase their Council tax as it is capped by Government as it the District Councils. But Parish Councils have the flexibility to increase their precept request. It will be coming forward that Parish Councils will be asked that if they wish certain services to be undertaken in their Parish to fund it themselves by buying services from the County / Amey to clear gulley's and drains etc.

At this point there is no idea of the costs involved for example how much to hire a road sweeper or drain gully emptier for a day. This would be required before it could be looked at adding it into the Parish Council's budget for 2019/20 or even 2020/21. The deadline for the budget is November and information would be required for that meeting.

Councillor Mrs V Wilson said that the Parish Council if they wish to undertake any of the services like gully emptying, then Parish Council would ask the County for a price for the works to be undertaken, such as a day's labour and equipment from Amey to clear the drains etc....

Councillor Mrs L Hingley reported that the Connect bus service is still running but is terminating at Wombourne, the organisers of this bus are trying to raise funds from Parish Councils to enhance the service.

#### 182/18. Report of the Chairman

The Chairman reported that he had also attended the Parish Summit, the jobs fair and the Airport Consultative meeting. In addition he reported that the Diabetic eye clinic is now going to operate on a regular basis from Kinver.

He moved a vote of thanks for all the help from Miss Lorraine Neal over the past couple of months in helping to cover the Maintenance Technicians role.

#### 183/18. Report from the Clerk.

### **Matters For Decision**

#### (1) Email from Steve Anderson.

"I am writing in respect of the Vine Public House. I have no proprietary or vested interest in the premises or its owners.

In recent years I have watched, with some sadness, the steady decline of this once very popular local public house.

I have read the latest public health inspectors report and am sure this will do nothing to improve the fortunes of the establishment. I know nothing of the long term plans of the owners, their expertise or business model, but guess that the current position cannot be tenable for long.

I am aware of two public houses which have become assets of community value (ACV) and subsequently run by the local community. I like most people did not know much about community assets but have done a little homework.

In brief, it appears that under the Localism Act of 2011, communities have been able to register buildings or public open spaces which it is felt are 'community assets'. There are four principle benefits to a location being registered as a community asset these are;

1. Removal of permitted development rights for change of use and demolition of public houses: owners seeking to change a pub's planning use class or to demolish it must allow its users (for example, a pub's regular drinkers) to comment;
2. Material planning consideration: ACV status is a material consideration in a planning application and can be used by the Planning Inspectorate as a factor in refusing planning permission for change of use or demolition;
3. Community right to bid: this allows an ACV to be purchased by a group representing its users or the local community;
4. Compulsory purchase rights: an ACV-registered building can be compulsorily purchased by the local authority or council "if the asset is under threat of long-term loss to the community".

Once registered as an ACV a site remains on the register for 5 years.

I am not aware of any impending threat to the Vine but do feel it should be considered a suitable site to being nominated as an ACV for the following reasons:

- The building and its environs are an iconic view of the village, and represents a gateway to the village for anyone approaching from the Dunsley direction.
- The pub has long historical links with the village, it is the only remaining canal side pub, with the canal having had a major bearing on the villages fortunes.
- Although one of four pubs in the village, the Vine should have the strongest potential to attract visitors to the village, with its large level garden area and ample parking. It is also conveniently positioned for canal traffic. Any increase in visitors to the village has to be of benefit to local traders and visitor attractions.

The community asset register (see link) reveals that most neighbouring villages have identified community assets, although perhaps surprisingly, Kinver has not. Many of the nominations are public houses.

<https://www.sstaffs.gov.uk/council-democracy/community-asset-register.cfm>

While nominations do not have to come from the Parish Council, many clearly do, and the Council clearly has the best position to represent the best interests of the local community. I would therefore urge the Council to consider nominating the Vine Public House for inclusion on the ACV register.

If for whatever reason the Council feels unable, unwilling or in some way conflicted in making a nomination, please let me know as it may be possible to achieve the same outcome with a different nominating group.

For your benefit I have attached a link below to the application process.

<https://www.sstaffs.gov.uk/doc/172012/name/Asset%20Register%20Nomination%20Form.pdf/>

Steve Anderson"





It was noted that Bob Clarke when the Vine was put up for demolition and houses being built on this site some years ago, had taken the steps to have the public house protected as a Community Asset. The Clerk will clarify if this happened and if it is still in place.

## **(2) Draft Locality Plan 2018**

"Dear all,

South Staffordshire Council's draft Locality Profile for 2018 is now available to view. Please see the link below:

<https://www.sstaffs.gov.uk/doc/179763/name/70618-Locality%20Data%20Profile%202018%20DRAFT%20COPY.pdf/>

We would like you to check and challenge the information and feedback any comments by **Friday 12 October**. We would also appreciate further suggestions of information to include.

Locality Profiles are compiled to capture and compare a range of data sets across the 25 Wards and 5 Localities. We then benchmark against the national average.

The information in the profile will be the start of conversations with our public and private partners, voluntary and community sector and local communities to strive together to support the residents of South Staffordshire.

The profiles are available to everyone via the Council website and shared with Elected Members, Residents, Staff and Partner Organisations.

The Locality Profile for 2018 is structured around the 3 Council Plan objectives and covers key areas including:

1. **A Skilled and Prosperous District** – employment, South Staffordshire's Business Hub, top 5 employers, qualifications and skills, education, Building Better Opportunities, Mosaic.
2. **A Safe and Suitable District** – children experiencing poorer outcomes, health, weight & leisure, community safety, crime and ASB, South Staffordshire's Community Safety.  
Partnership, residents improvements, planning complaints and enviro-crime, housing, Mosaic.
3. **A Connected District** – customer contact, customer feedback, volunteering, Citizens Advice Bureau, rural isolation, community assets, Mosaic.

Previous data profiles can also be found on the Council [website](#).

If you would like any further information please let us know.

Kind regards  
Chloe Beddows

**Policy Officer  
Policy & Partnership Services  
South Staffordshire Council"**

This was noted.

## **Publications to Note**

Who's Who at SSDC Directory – copy circulated to all members  
Kinver Parish Council

Page 9 of 12

03/10/18



Churchill and Blakedown Parish Council agenda and mins  
ICCM journal  
The Clerk Magazine

The above was noted.

### **Burial Ground Superintendents Report**

1 x tablet installed  
1 x Headstone approved  
1 x re-inscription of a headstone  
2 x new cremation plot

The above was noted.

### **184/18. Reports from Members on Outside Bodies.**

Councillor Mrs C Allen and Mrs L Hingley reported that they had attended the Centenary event for the National Trust.

### **185/18. Accounts for Payment.**

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

### **186/18. Items for future Meetings**

Church Hill corner

Councillors Miss V Webb and G Mander left the meeting at this point.

### **187/18. Dates of Next Meetings –**

Planning and Development Committee	24 <sup>th</sup> October 2018
Parish Council	7 <sup>th</sup> November 2018
Leisure and Amenities Committee	14 <sup>th</sup> November 2018
Finance and General Purposes Committee	21 <sup>st</sup> November 2018

All meetings to start at 7.00 pm

### **188/18. Exclusion of the press and public**

The press and public were excluded from the meeting at this point as the business to be transacted was of a confidential staffing matter.

### **189/18. Personnel Committee Minutes 25<sup>th</sup> September 2018**

The minutes of the above meetings, having been circulated, were **Received**.

An update into the progress of the absent member of staff was presented to members.

A cover plan was agreed for additional help as and when it is required in his absence.



A handwritten signature in black ink, appearing to be 'N. Atch' or similar, written over the date.

Appendix 1 to the minutes of the Parish Council meeting held on the 3<sup>rd</sup> October 2018

**Accounts for payment 3rd October 2018**

<b><u>Chg No</u></b>	<b><u>Ratification</u></b>	
101168	B K V Prizes	30.00
101169	B K V Prizes	20.00
101170	B K V Prizes	10.00
101171	B K V Prizes	20.00
101172	B K V Prizes	10.00
SO	Mower Express	4120.01
SO	Youth Café	Return of funds 766.70
SO	P & S Contracts	3457.10
101173	Petty Cash	110.08
	<b>Total</b>	<b>8543.89</b>

<b><u>Chg No</u></b>	<b><u>Accounts for payment</u></b>	
101174	ESPO	327.38
101175	FM Trading	36.00
	Kinver Edge Farm	
101176	Shop	80.00
101177	JRK	117.62
101178	OCL	411.74
101179	R H electrical	85.00
101180	SWOPS	109.90
101181	Viking Direct	74.52
101182	SCC	Pension 1871.82
	<b>Total</b>	<b>3113.98</b>

**List of Monthly Direct Debits**

	SSDC	Rates	42.00
DD	Inland Revenue	September	1283.65
DD	Utility Warehouse	Garage electricity	32.82
		95 High Street Gas and electricity and mobile	
DD	Utility Warehouse	phone	114.58
DD	Utility Warehouse	Kinver Edge Toilets	9.35
DD	Utility Warehouse	High Street Toilets	-23.70
DD	Salaries	October	5197.10
DD	Contractor payment		2214.00
DD	Screwfix	Supplies due for payment 30.09.18	256.03
DD	Postage		109.60
DD	ICCO		40.00
	<b>Total</b>		<b>9235.43</b>
	<b>Total Expenditure</b>		<b>20893.30</b>

**Receipts**

Burial fees	520.00
Toilet income	110.00
Police office rent	1000.00
Precept	72354.50
<b>Total Income</b>	<b>73984.50</b>

