

# FECKENHAM PARISH COUNCIL

## Minutes of the Meeting held on Thursday 20 March at 7:30pm

- Present Councillors: J. Matthews (Chairman)  
J. Roundell  
T. Smith  
A. Henson  
P. Lincoln-Lewis  
J. James  
J. Hooker
- In Attendance S Mullins  
P Gretton – WCC Cllr  
AB Clayton – RBC Cllr  
3 Parishioners
- Apologies and reasons None
- 03/08/01 **Declaration of Interest**  
Chairman Matthews declared a personal interest as a village shop board member and share holder.
- 03/08/02 **Minutes of Previous Meeting**  
The approval of the January Minutes was proposed by Cllr Roundell. Cllr Smith seconded and the proposal was passed.
- 03/08/03 **County Councillor Report**  
Co Cllr Gretton reported the following:  
- 4.34% WCC tax rise. This budget will be using reserves, but WCC expects to balance the budget over a three year period.  
- Main strategic challenge for WCC will be efficient waste disposal.
- 03/08/04 **Borough Councillor Report**  
Cllr Clayton reported the following:  
- A three month joint feasibility study will take place with Bromsgrove DC. The main aim of the study is to determine if one chief executive can serve both councils.  
- RBC chief executive to resign in September 2008.

### PARISH PLAN WORKING PARTY REPORTS

- 03/08/05 **Flood Prevention:** Cllr Smith reported the following:
1. There was a recent flood on 16 March in which Astwood Bank Lane was closed to traffic.
  2. The culvert from Plack Brook to the Whirley Hole was inspected and shown to be clear.
  3. Additional road drainage and improvements to the ditch near Droitwich Road by the Old Cider Mill. For full details see the update circulated at the Meeting.
  4. Several positive discussions with local land owners have taken place.
  5. To help prevent fly tipping it is recommended that a gate be installed in Poplar Lane. Pedestrians and horses would have free access and land owners on the lane would have a key for vehicular access.
  6. CCTV survey of the Plack Brook along Astwood Lane is recommended. M. Chalk of RBC is obtaining a quotation and it may be that split funding between RBC, WCC & FPC will be required to fund the inspection.
  7. Cllr Smith plans to attend the 31 March meeting of the Joint Scrutiny Task Group on Summer Floods 2007.
  8. Cllr Smith requested that the Council become officially involved with drainage Improvements near the Old Cider Mill.

**ACTION: Clerk to write a letters to R Clewer of WCC & C Wilson of RBC inquiring as to the progress of the drainage work near the Old Cider Mill.**

03/08/06

**Speeding/Traffic/Parking:** The following was reported:

1. It is questionable if double yellow lines are in practice, enforceable. There may be a change later this year when all the double lines in the village are examined.
2. Traffic Survey to be distributed shortly.
3. There will be a public exhibition on 6 April between 2 and 4pm at the Feckenham Village Hall. The rental of the hall will be £15.
4. The Working Group is considering hiring a professional team to conduct research on speeding, traffic volume etc. The quote for the work is £360 plus VAT. It is possible that WCC Highways could conduct this research for free.
5. It is possible that WDC may lend the money to local parishes to purchase six flashing signs at £1500 each plus VAT.
6. The Working Group needs advice from FPC as to how collected monies should be held. **The Council and Clerk advised Cllr Hooker that the best method in terms of controlling the account is to appoint a treasurer and open an account in the name of the Working Group.**
7. The Working Group will formally apply for a sum of money in the future. To date, it is estimated that £650-£700 is needed.

**RBC Cllr Clayton informed the Council that four traffic wardens working full time are expected to start by the end of the year.**

03/08/07

**Village Shop:**

Chairman Matthews:

1. The Feckenham Community Shop Ltd has been formed and the board met twice.
2. An invitation to purchase 1 share per person over the age of 16 will shortly be issued.
3. Three groups were formed to explore fund raising, product research & public relations.
4. Barratts are currently engaged with architects and RBC concerning design and planning issues. It is hoped that the shop will open by the end of the year.

**The Council agreed that "Village Shop" should remain a permanent Progress Report Item.**

## **PROGRESS REPORTS**

03/08/08

**Library Services Review:** No update

03/08/09

**Affordable Housing Scheme:** The Council voted to name the new road Yeates' Acre or Yeates' Way. The recommendation has been passed to Amy Coombs.

Below is an update from D Russell of RBC:

I write this e-mail, unsure if West Mercia Housing Association has been in direct contact. The affordable housing units on part of the "Rock Hill Farm", Astwood Lane, Feckenham are now under construction and are progressing well, with an estimated completion date of September 2008.

I am going to be meeting with West Mercia on the afternoon of the 7<sup>th</sup> March, at their Bromsgrove offices, to discuss how these properties are to be marketed and allocated, given the Section 106 Agreement provisions and the rural exceptions site local lettings policy. I will feed back to you the results of the meeting but my view is that the Parish Council should also be an integral part of marketing the units at the grassroots level.

The Section 106 Agreement states that 6 months before completion (which is any time now), the shared ownership units need to be marketed to potential purchasers, hence this meeting. West Mercia has indicated that they wish to work in partnership the Borough and Parish Councils and we are going to discuss how this will be facilitated.

I think producing a flyer by circulation with the Parish Council, maybe having application forms in the village and access to Redditch Home Choice, our new choice based lettings computer (where applicants could place a bid on the property) in the village may be a starting point. Have you any ideas on how you would like to be involved or could be practically?

Below is a second update from D Russell of RBC:

Having met with West Mercia HA on Monday, I can confirm that the following points re the marketing and allocation of the affordable housing units in Feckenham have been agreed:

➤ The properties will be advertised on the Redditch Borough Council "Home Choice" choice based lettings housing register between the 10<sup>th</sup> and 22<sup>nd</sup> April 2008, so that potential applicants who are nominated to West Mercia after this date (*the Council has to supply a list of all suggested purchasers and tenants who have a Feckenham connection to West Mercia*) will be able to select their preferred kitchen and bathroom colours, in advance of the completion of the properties which is scheduled for September to October this year.

➤ A draft flyer has been developed by West Mercia (*I would have sent it now, but it is still in draft form and I cannot yet pass comment as I haven't got software to open the file, so I am awaiting a hard copy*) which we wish to work with the Parish Council to advertise the properties locally in the village, to make persons in the village in housing need aware that they are being built, with details of both the rented and shared ownership options and details to apply. Also copies of the flyers could be put on the parish notice board.

On this point, have you got a copy of the Parish Council logo to put on the flyer?

**ACTION: S Mullins agreed to liaise with D Russell concerning the process for letting.**

**ACTION: Clerk to contact D Russell and request 350 copies of the flyer mentioned in the update be sent to Chairman Matthews. The flyers are to be added to the FPC Newsletter.**

03/08/10

**Parish Notice Board:** The Village Hall Trustees agree in principle to a notice board for Parish Council use to be erected near the Village Hall. A few suggestions have been outlined:

1. There are some reservations about the use of a wall mounted board and it was agreed the preferred option would be a post mounted board to the left of the entrance steps.
2. The new board should match in structure and appearance the existing Feckenham Hall notice board.
3. It may be possible to site the new notice board in the small garden near the post box. It is believed the land is owned by RBC.

Cllr Hooker proposed that a board similar to the existing board in front of the village hall be placed near the post box. Cllr P Lincoln-Lewis seconded and the proposal was passed.

It is thought that the notice board would cost in the range of £1500-£2000 and that grants may become available in August.

**ACTION: Clerk to contact Property Service Manager R Kindon at RBC to begin the process of obtaining permission to place a board on RBC property.**

03/08/11

Parish Council Newsletter: 1st draft copy completed. It is expected that the newsletter will be sent off for printing next week. An invite to buy shares in the village shop will be included.

**ACTION: S Mullins to obtain a formatted list of electors and forward it to the Council.**

03/08/12

**Parish Lengthsman:**

**ACTION: Clerk to ascertain if funding will be available for coming financial year and if so, to apply for inclusion in the scheme.**

**ACTION: Cllr Smith to prepare an advertisement for the Feckenham Parish Newsletter and other allied newsletters.**

**ACTION: Cllr P Lincoln-Lewis enquire from other parish councils as to how the Lengthsman Scheme operates.**

- 03/08/13 **Internal Auditor:** The Clerk spoke with Mr Fletcher and emailed a model Engagement Letter 26 January. A follow up email was sent 29 February. To date, there is no official agreement.  
The Council believes that the best course of action is to proceed as if Mr Fletcher is the Internal Auditor and continue to making efforts to obtain an official agreement.
- 03/08/14 **Parish Plan:** The Newsletter will update the parish on Parish Plan issues. Matter resolved.

## CURRENT AGENDA ITEMS

- 03/08/14 **TO CONSIDER THE PAVEMENT & STEPS ON ALCESTER**  
**ACTION: Clerk to contact WCC highways concerning the steps and lack of lighting on Ragley Row.**
- 03/08/15 **DISCUSSION CONCERNING TUBS**  
A review of the tubs to take place subject to the actions of the Square Management Committee.
- 03/08/16 **TO CONSIDER HOW BEST TO RE-APPROPRIATE PARISH PLAN FUNDS**  
**The Council agreed to the following ACTION:**
1. **Cllr Roundell to transfer fund to Parish Council.**
  2. **Fund to be placed in a reserve for Parish Plan Working groups and website management.**
  3. **Cllr Roundell to close Parish Plan account.**
  4. **Cllr Roundell to transfer financial records to the Clerk.**
- 03/08/17 **REPORT ON REGIONAL ASSEMBLY WORKSHOP**  
Chairman Matthews reported that the workshop was in fact a focus group seeking opinions.
- 03/08/18 **TO CONSIDER FORMING A CLERK'S FINANCE GROUP**  
This item is to be considered on the May Agenda. Terms of reference to be included in the discussion
- 03/08/19 **TO CONSIDER REPAIRING BENCH AT ASTWOOD BANK END OF VILLAGE**  
**ACTION: Cllr Hooker to collect bench, inspect damage and recommend a course of action to the Council.**
- 03/08/20 **TO CONSIDER HOW BEST TO REPAIR TARMAC DAMAGE ON MOORS LANE**  
Moors Lane is only maintained for 61 meters to allotments. A parishioner would like to know who is responsible for the maintenance and to what distance and has the road been adopted.  
**ACTION: Co Cllr Gretton to look into the matter and report back to the Council**
- 03/08/21 **TO CONSIDER IF THE PARISH COUNCIL WOULD LIKE SPACE AT THE UPCOMING WAKE**  
**ACTION: Chairman Matthews to take lead for Council with representation at the Wake.**

## CLERK'S UPDATE

- 03/08/22 **Schedule of Correspondence Received** (not otherwise noted)

**Queensbury Shelters:** Info on Bus Shelters

**WMRSS:** Phase II Revision Draft

[Above Correspondence passed to Chair Matthews on 17-1-08](#)

**RBC:** Quotation for Newsletter: 370 copies ~£75.03

**WMRSS:** Phase 2 Revision

**Cllr Smith:** Email Newsletter Report for Flood Working Party

**Mayor of Redditch:** Bel Canto Singers

**RBC:** Council Meeting 28 January

**RBC:** Matters Arising 28 January

**RBC:** Housing Review 28 January

**WCC:** Child & Young People's Annual Conference

**Blueprint**

**WCC:** Diversion of Bridleways 742, 746 747 Footpath 764/extinguishment of Footpath

763

**Community First:** Newline  
**Audit Commission:** Appointment of External Auditor  
**WCC:** Bus Bulletin  
**WCALC:** Partnership Matters & Mail  
**LG:** New Challenges and Innovation for Local Gov't Seminar 12 March 10:30-3:30 at WDC  
**RBC:** Annual Report  
**RBC:** Strategic Housing Land Availability Assessment  
**ACTION:** Clerk to respond with a statement that the Council is not aware of any blocks of land available within village boundary for new housing developments. Currently there is an affordable housing development of 10 dwellings that is being built.  
[Above Correspondence delivered to Chair Matthews 8 February](#)

**Village Hall Comm.:** Parish Council Notice Board  
**Governance Hub:** Resources  
**WCC:** Children & Young People Consultation 4 March Worcester Rugby Club  
**Trustee Voices**  
**RBC:** Council Meet 25 Feb  
**RBC:** Charity Civic Dinner 29 March  
**WCC:** Children & Young People's Plan 2008-11  
**WCC:** Proposed Diversion Footpath 716  
[Above Correspondence plus Planning Application Decisions delivered to Chair Matthews 29 February](#)

**WCC:** Bridleway No. 742, 746, 747 and Footpath No. 764 Redditch Public Path Diversion Order 2008 and Extinguishment of Footpath 763, Redditch Public Path Extinguishment Order 2008 (notice posted by Clerk on 2 March)  
[Above correspondence delivered to Chair Matthews on 2 March](#)

**Joint Scrutiny Task Group:** email - Notes of 4 February Meeting  
**Upper Bridge Enterprises:** Website ad emailed to Cllrs 4 March  
**MENCAP:** Fundraising  
**The Planning Inspectorate:** Feckenham Public Path Diversion Order 2007 etc  
[Above correspondence delivered to Chair Matthews on 9 March except as noted](#)

**RBC:** 17 March Agenda  
**WCC:** Footpaths FH-634, FH-639, Diversion Order & Extension to Footpath FH-640 Creation Order (notices posted by Clerk on 13 March)  
[Above correspondence passed to Chair Matthews on 13 March](#)

03/08/23 **Schedule of Correspondence Sent** (not otherwise noted)

Mr Fletcher: Model IA Engagement Letter emailed 26 January  
Mr Fletcher: Follow-up email sent on 29 February  
HM Customs & Excise: VAT claim of £146.80 posted 3 March

## PLANNING MATTERS

03/08/24 **Parish Council Consideration**

**2008/072/COU** Little Bean Hall/Barn at Priest Bridge Retrospective application for change of use of existing barn to use for storage. NO OBJECTIONS

03/08/25 **Approvals**

**2007/481/LBC** UPPER BEAN HALL Bradley Green: 3 Bay Garage with 1<sup>st</sup> floor storage NO OBJECTIONS  
**2007/480/LBC** UPPER BEAN HALL Bradley Green: 3 Bay Garage with 1<sup>st</sup> floor storage NO OBJECTIONS  
**2007/451/FUL** Old Cottage Cruisehill Lane Ham Green: NO OBJECTIONS  
**2007/458/LBC** 46 High Street Replacement of bathroom windows: NO OBJECTIONS  
**2007/308/LBC** Old Court House LB2  
**2007/335/LBC** Stoners Farmhouse: NO OBJECTION - LB2

**2007/483/LBC & 2007/482/FUL** Upper Bean Hall – Bradley Green: Demolition of existing single storey kitchen/utility, construction of split level kitchen/sitting room NO OBJECTIONS (no conditions posted)

03/08/26 **Refusals**

**2007/460/LBC** Stoners Barn Kitchen extension, internal refurbishment, new flue & relocation of driveway: NO OBJECTIONS

**2007/461/FUL** Stoners Barn Kitchen extension, internal refurbishment, new flue & relocation of driveway: NO OBJECTIONS

**2008/010/FUL** Cruise Hill House Loft conversion with dormer windows/door. NO OBJECTIONS

**2007/301/LBC** Perry Mill Farm LB3

03/08/27 **Pending**

**2007/484/LBC & 2007/485/FUL** Upper Bean Hall Bradley Green: Listed building consent, construction of two bay wagon shed and independent stable block NO OBJECTIONS

**2007/061/FUL** Astwood Farm (not in Parish): Clerk emailed M Chalk on 5 December and requested an update on this application. A reply from T Buckley stated that the application went before the Planning Committee on 4 December and it was deferred pending a Member site visit.

**2007/487/LBC Park Cottage** – Upper Bentley: Replacement of the south facing, ground level exterior doors and windows and their frames NO OBJECTIONS

**2008/062/FUL** Bredon House Brookhouse Lane Erection of conservatory to the rear NO OBJECTIONS

## FINANCIAL MATTERS

03/08/28 **Schedule of Invoices**

Clerk Stipend & Expenses Jan & Feb	£566.94
Feckenham Village Hall Feb & March	£30.00

\*Financial Report included as an addendum to the Minutes – previously emailed to councillors.

## COUNCILLOR REPORTS & Future Agenda Items

03/08/29 Parish Plan Groups Governance Process  
Clerk's Finance Group

## Date and Venue of Next Meeting

03/08/30 Annual Parish Meeting 7:30 on 15 May 2008 at the Feckenham Village Hall  
Annual Meeting of the Parish Council at approximately 7:45 on 15 May at the Feckenham Village Hall

The Meeting closed at 10:25pm

Signed .....

Chairman

Date .....

## NOTES OF OPEN FORUM

- 03/08/31 See Item 03/08/20
- 03/08/32 Parishioner complaint concerning state of the road near Affordable Housing Site
- 03/08/33 Parishioner complaint concerning Sunday parking problem around village. **RBC Cllr Clayton stated that four full-time traffic wardens are expected to begin working in the borough by the end of the year.**
- 03/08/34 Issue concerning breakdown of Redditch PACT was raised by Cllr Lincoln-Lewis.  
**ACTION: Clerk to call inspector Prosser concerning the attendance of Officer Richard Waterhouse & Community Support Officer Karen Lees at Parish Council Meetings.**