



- 05/10/17 The Council does not appoint a representative to the **Square Management Comm.**
- 05/10/18 **Standards Committee:** The Council appointed **Cllr Pulsford** to replace J James. **Cllr Venables** is the second representative.  
**ACTION: Clerk to contact RBC and inform them of the changes.**
- 05/10/19 **Minutes of Previous Meeting**  
The Council resolved to approve the Minutes for the meeting held 22 April 2010.
- 05/10/20 **County Councillor Report:** No report given by Cllr Gretton.
- 05/10/21 **Borough Councillor Report:** No report given by Cllr Chalk.

The meeting was suspended for Open Forum – see notes at end of Minutes

## PROGRESS REPORTS

- 05/10/22 **Landscaping at Swansbrook Lane & Astwood Lane:** A Rutt & A Rajwanshi are continuing to look into the matter and will report back when any development occurs. Cllr Chalk to look into the matter. Mr Rajwanshi emailed the following update from D Pilcher on 17 May:
- The developer provided the offsite footpath link under Section 278 of the Highways act. As part of the process, a maintenance period must be undertaken (12 months following completion) and a final Safety Audit must take place prior to adoption.
- The developer has now requested a final inspection; therefore, I anticipate that the Safety Audit will take place in the next 4-5 weeks, leading to final adoption.
- I would expect that the issue of visibility for pedestrians will be dealt with around that time.
- As we discussed, technically, until such time as the works are completed and adopted, the condition relating to provision of the footpath has not been fulfilled totally, therefore should not be discharged.
- 05/10/23 **Parish Plan:** Matter to be addressed as part of Annual Parish Meeting. Matter resolved.
- 05/10/24 **Plant pots:** Order for summer planting due to be filled by Where Next at end of May. No update from Cllr Venables concerning new planters.
- 05/10/25 **B4090 Hedge and Access at Swansbrook/Astwood Lanes:** No update by Cllr Gretton.  
**ACTION: Clerk to contact Cllr Gretton and request the matter be progressed.**
- 05/10/26 **Newsletter:** The newsletter is distributed. Matter resolved.
- 05/10/27 **Bank Mandate:** The Clerk dropped the form at Cllr Smith's house on 17 May. Cllr Smith expects to return the form to the bank in June.
- 05/10/28 **Grit Box:** No response from D Pilcher.  
**ACTION: Clerk to contact D Pilcher and request the matter be progressed.**
- 05/10/29 **Lengthsman:** Contract signed and posted to WCC. Matter resolved.
- 05/10/30 **J Matthews Letter of Thanks:** The Clerk emailed the letter. Matter resolved.
- 05/10/31 **A Bedford-Smith Response:** Response letter posted by the Clerk. Matter resolved.
- 05/10/32 **Improvement of Footpath Surface Between Coupas Cottages and Car Park:** No update by Cllr Chalk.  
**ACTION: Clerk to contact Clare Flanigan of RBC Legal Services for help in determining who owns the land.**

05/10/33 **Ditches on Astwood Lane Toward Astwood Bank:** A response from K Dicks to the Council's 6 May letter was received. The matter has been added to the list of jobs for WCC. Matter resolved.

## CURRENT AGENDA ITEMS

05/10/34 **TO NOTE INTERNAL AUDITOR'S REPORT & CONSIDER COMPLETING ANNUAL RETURN FOR 2009/10**

The Internal Auditor, Mr R Fletcher reported the following:

1. Appropriate books of account have been properly kept throughout the year.
2. The Council's financial regulations have been met.
3. A proper Risk Assessment was carried out.
4. The annual precept requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were adequate.
5. Expected income was fully received.
6. An asset register of all material assets had been kept on the basis of current insurance valuations.
7. Salaries to employees and allowances to members were paid in accordance with Council approvals.
8. Bank Account reconciliations were properly carried out.
9. Year-end accounts were prepared on the correct accounting basis.

The Council resolved to complete the Return and did so during the meeting.

**ACTION: Clerk to post Notice of Appointment For The Exercise of Electors' Rights. After a six week period (2 July) the Clerk is to forward Return to External Auditor.**

## CLERK'S UPDATE

05/10/35 **The Clerk will be on holiday from 1 June through 4 June.**

05/10/36 **Schedule of Correspondence Not Yet Responded To**

**WDC:** Draft Residential Design Guide Supp. Plan. Doc Consult DUE 28 MAY – the Council will not respond to this consultation

**Schedule of Correspondence Received**

**Record RSS:** Natural play brochure

**Kompan:** Brochure

**WCC:** Redditch Area Forum 7pm, 20 May at Town Hall

**R Cotton:** Allotments Society Financial Statement

**RBC - K Dicks:** Reply to Ditches Letter – passed request to WCC

**WCC:** Worcs Waste Core Strategy now available [www.worcestershire.gov.uk/wcs](http://www.worcestershire.gov.uk/wcs)

**J James:** resignation from Council

**WCC:** Footpath creation and diversion notices (posted on board)

**RBC:** Notification of Cllr Vacancy (posted on board)

05/10/37 **Schedule of Correspondence Sent** (not otherwise noted)

**Where Next:** 26 April email placing order for plants

**RBC – K Dicks:** Emailed letter requesting ditches be cleared

**A Bedford-Smith:** Consultation letter posted 6 May

**J Matthews:** Resignation letter emailed 6 May

**RBC – S Mould:** Notification of J James resignation

## PLANNING MATTERS

05/10/38 **Parish Council Consideration**

05/10/39 **RBC Approvals**

**2010/054/FUL** The Coach House, 5 Elcocks Brook Farm: Remove dead conifer hedge on boundary wall and replace with a 1.8m tall brick wall. NO OBJECTIONS

**2010/019/LBC & 2010/020/FUL** Pool Barn 14A High St: Single storey extension to form an entrance hall and shower room NO OBJECTIONS

**2010/043/LBC** 5 Elcocks Brook Farm: Listed Building Application – Removing a dead conifer hedge and replacing it with a 6ft high brick wall.

05/10/40 **RBC Refusals**

05/10/41 **RBC Pending**

**2009/146/FUL** Land Adjacent to Hillside, Callow Hill Lane, Callow Hill: Erection of new dwelling NO OBJECTIONS

**2009/150/FUL** The Pleck, Berrow Hill Lane: New detached garage and store NO OBJECTIONS

**2009/156/FUL** 25 Droitwich Road: Alterations to add additional bedrooms, living area conservatory with new detached garage NO OBJECTIONS

**2009/159/LBC** Brook House Droitwich Road: Replacement of steel gates to the side entrance with a pair of cast iron gates. Deletion of the current gate posts and addition of stone caps to the brick piers, and electric opener to operate gates NO OBJECTIONS

**2010/029/FUL** Village Shop: Proposed alterations to shop front, new side access doors to store area and minor internal alterations to shop layout. NO OBJECTIONS

**2010/043/LBC** 5 Elcocks Brook Farm: Listed Building Application – Removing a dead conifer hedge and replacing it with a 6ft high brick wall. NO OBJECTIONS

**2010/074/FUL** Alcester Toad Feckenham: Refurbishment of existing Coach House, new pool and glazed link NO OBJECTIONS

05/10/42 **WCC Pending**

**WCC 08/000061/CM** Priest's Green Bridge Bradley Green : Application for retrospective planning permission for composting NO OBJECTIONS

## FINANCIAL MATTERS

05/10/43 **Schedule of Invoices**

*Clerk April 10 stipend & expenses	£329.31	LGA '72, 101,11,12
Chair Henson Newsletter stamps, envelopes etc	£71.58	LGA '72 s 142
*Chair Allowance	£41.32	LGA '72 s 5(5)

### Schedule of Receipts

Lengthsman Feb	£184.80
Interest April	£0.49

\*Clerk's Emergency Decision Making Scheme. Clerk's invoice changed due to tax code changes.

## COUNCILLOR REPORTS & Future Agenda Items

05/10/44

- A. Creation of Feckenham Improvement Group - July
- B. R Bamford visit – July
- C. Cllr Pulsford asked if references for the Clerk were on file. Cllrs believed the Council did receive references, but were unsure of where they were.  
**ACTION: Clerk to contact J Matthews and ask if he knows where the references are.**

## Date and Venue of Next Meeting

05/10/45 Parish Council Meeting (includes Trust immediately following FPC Meeting) 7:30 on 15 July 2010 at the Feckenham Village Hall

The Meeting closed at 7:25pm

Signed .....  
Chairman

Date .....

## NOTES OF OPEN FORUM

05/10/46 J Wormington via email: Possible wall damage at Holly Cottage on Swansbrook Lane due to heavy lorries driving on verge of road.

**ACTION: Clerk to contact Cllr Gretton and request he look into the issue.**

05/10/47 R Cotton via email: Removal of "HGV's must turn left" sign on Astwood Business Park.

Minutes prepared by Sean Arble, Clerk to the Council, on 26 May 2010.