

# Loxley Parish Council

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## Minutes of the Meeting Held at Loxley School on 18<sup>th</sup> October 2016 at 19:30

Present: G Jones (GJ) (Chairman), K Osborne (KO) (Vice-Chairman),  
D Sutherland (DS), J Whitehorn (JW)

In Attendance: R D Armstrong (Clerk), P Seccombe (PS) (District Councillor),  
I Seccombe (IS) (County Councillor)

### 1. Record of members present

As shown above.

### 2. To receive apologies and approve reasons for absence

Apologies were received and approved from P Gregory-Hood (PGH) and M Garcia (MG).

### 3. Declaration of interests in any item on the agenda

Councillors were reminded that they are required to disclose an interest in any item on the agenda. No interests were expressed.

### 4. To approve the minutes of the Parish Council meetings held on 5<sup>th</sup> September 2016

KO felt that his comments concerning item 7 in the minutes had not been accurately recorded. The Clerk will make an appropriate amendment and re-issue the minutes.

The minutes of the meeting held on 5<sup>th</sup> September 2016 were read and approved as a correct record, with the necessary amendment.

### 5. To receive any questions or representations from the public

One member of the public was present at the meeting and asked to include a comment under item 10 of the agenda.

### 6. Matters arising from the minutes of the last meeting not covered in the agenda.

There were no matters arising.

### 7. Clerk's report

#### Handover of Clerk's Responsibilities

GJ asked the Clerk to outline the steps which had been taken to facilitate a smooth handover to the new Clerk, when appointed.

Initials \_\_\_\_\_ G Jones (Chairman)

The Clerk informed the meeting that the following actions had been undertaken :

A list of suppliers and contacts has been compiled  
Computer records are stored securely and will be transferred  
Passwords will be recorded  
Bank access details will be transferred

### **Finance**

The Clerk reported that on 18<sup>th</sup> October 2016, the Parish had reconciled cash funds of £25,010.96 held with Lloyds Bank.

### **Payments to be approved**

The following payments (including VAT) were approved :

<i>R D Armstrong</i>	<i>Clerk's salary</i>	<i>500.00</i>
<i>R D Armstrong</i>	<i>Stationery</i>	<i>7.90</i>
<i>R D Armstrong</i>	<i>Stationery</i>	<i>9.90</i>
<i>Mark Newell Tree Care</i>	<i>Tree maintenance</i>	<i>3,000.00</i>
<i>Thomas Fox Landscaping</i>	<i>Grass mowing 26/08/16-26/09/16</i>	<i>456.00</i>

**KO** proposed that the payments be approved and this was seconded by **DS** and approved unanimously.

## **8. Planning**

### **Planning Applications**

No new planning application have been received.

The Clerk reported that the following changes to existing planning applications had been noted :

Application 16/02656/FUL has been approved with conditions  
Application 16/01355/OUT has been refused

### **Neighbourhood Development Plan**

Details of this item have not been published due to the confidential nature of the matters under discussion.

A public meeting will be held on 5<sup>th</sup> December 2015 at The Fox to discuss with the community progress made to date.

## **9. Playing Field & Playground**

Nothing to report.

## **10. Traffic Issues**

**KO** asked that the Council move forward with work to implement traffic calming measures on the Stratford Road and volunteered to undertake the necessary work with **MG**.

**PM** reminded the meeting that the funding received from Barwoods had been provided to implement traffic calming on Stratford Road where the average speed of cars had been recorded at 40 mph.

Initials \_\_\_\_\_ G Jones (Chairman)

**KO** will arrange a meeting with WCC Highways to review the options available since the site meeting held on 10 June 2014 which agreed several solutions.

**KO** has spoken with the head teacher of Loxley School, Matthew Watson to ask that the school apply pressure on Highways to extend the zig-zag lines outside the school.

**KO** reported that residents of Hilltop had been informing parents that the parking area outside their houses is private property. This is not the case and is available for use by any member of the public. The Safer Neighbourhoods team will be asked to look into ways of informing residents of the legal position.

#### **11. Lengthsman Scheme**

The Clerk reported that £37.50 of the £1250.00 budget had been spent so far.

#### **12. Defibrillator**

**DS** reported that the defibrillator had been charged and installed in the cabinet outside The Fox. Training will take place on 7 November 2016 at The Fox and will be delivered by West Midlands Ambulance Service. Several local residents have volunteered to attend the event.

#### **13. Flood Protection**

The Clerk circulated an email which had been received from Mr D Adams of Meer Wood House concerning flooding which takes place near his property. **IS** offered to pass the information to the appropriate department at WCC in order to identify ownership of the land in question and explore the eligibility of the protection work for funding. The Clerk will forward the information to **IS**.

#### **14. Community Events**

**GJ** reported on a meeting which had taken place with the Appoint Us Community Services Company.

The possibility of organising community coffee mornings had been discussed and **GJ** wondered if the initiative would provide an opportunity for LPC and the PCC to collaborate should the PCC be interested in being involved.

#### **15. Correspondence**

All relevant correspondence received since the last meeting has been forwarded to members by email.

#### **16. Any Other Business**

**KO** reported that the surface of Goldicote Road had degraded significantly and that deep cracks had appeared in which grass had begun to grow. The Clerk will report the matter to WCC Highways.

**GJ** reported that the first meeting of the Environment Group will take place on 19 October 2016.

**GJ** reported that he had been approached to clarify the position regarding the placement of advertisements on the village green. **KO** confirmed that the Council policy on advertising required the permission of the Council and that advertisements should be removed within three days of the event taking place.

#### **17. Date of Next Meeting**

The next meeting of the Parish Council will take place on Friday 9<sup>th</sup> December 2016 at 19:30 at Loxley School.

The meeting closed at 20:55.

Signed: \_\_\_\_\_ G Jones (Chairman) Date: \_\_\_\_\_

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