



# Lickey & Blackwell Parish Council

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## **MINUTES OF THE MEETING OF LICKY AND BLACKWELL PARISH COUNCIL HELD ON MONDAY 2<sup>nd</sup> OCTOBER 2017 AT THE WHEEL, BLACKWELL AT 7.30PM. Minutes No.5 2017/18**

1. **ACCEPTANCE OF APOLOGIES** Apologies were received from Cllr. Webb and Cllr Cooper.  
**PRESENT:** Cllr Nick Forknell (Chair), Cllr J Harvey (vice Chair) Cllrs A Boehm, J Eales, P Harvey, S Tibbits, S Woodhouse & S Nock, L Winterbourn (Executive Officer) & 5 members of the public.

2. **DECLARATIONS OF INTEREST REGISTER:** 3b Disclosable Pecuniary interests 3c Other Disclosable interests.

Cllr Woodhouse declared an interest in item 5.4 on the agenda.

*The Meeting was closed for Public Question time.*

3. **REPORTS FROM OUTSIDE BODIES, COUNTY & DISTRICT COUNCILLORS:**

There were no Councillors present, no reports were given.

- 4 **Minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> September 2017 for approval**

It was unanimously agreed that the Minutes be signed as a true record.

- 5 **Finance and General Purposes**

5.2 This item was discussed before payment of bills. New arrangements for EO salary were agreed, EO salary will be signed off in advance to allow payment at the end of the month.

5.1 The payment of bills was unanimously agreed.

5.3 It was agreed to close the emergency bank account and the savings account.

5.4 It was agreed to open account with a new bank, namely Unity Trust Bank to facilitate online banking.

5.5 It was agreed to set up Parish Council accounts for stationery supplies.

5.6 The report on the budget has been deferred to the next meeting as there is nothing to report at this time.

- 6 **Planning Committee Report**

6.1 Cllr Nock gave a report on the Planning Committee on 15<sup>th</sup> September and 29<sup>th</sup> September.

6.2 Cllr Forknell reported that the NDP group had met and had agreed to draw up the final version of the document for 10<sup>th</sup> November. Kirkwells will then create a final draft document in December to be made available for consultation in the spring with a view to have a referendum next autumn. The precise timetable and application for the next tranche of funding is to be arranged soon.

## **7 Highways and Environment**

- 7.1 Cllr Forknell gave a report on the new parking restrictions in Lickey. Yellow lines are to be installed around the crossroads outside the Trinity Centre and on Monument Lane.
- 7.2 Cllr Forknell reported on the situation with the phonebox defibrillator. He presented the security options and it was decided not to install a locking cabinet for the defibrillator at this time.

## **8 Communications Report**

- 8.1 Cllr King reported that the themes for this year's Christmas competition were to be different at Lickey and Blackwell. Wildlife and Christmas cards were to be the themes respectively. She also shared details of the Christmas events: 5.15pm on 1.12.17 at The Wheel and 4.00pm – on 3.12.17 at Holy Trinity Church, Lickey
- 8.2 It was agreed to set up a working party to discuss amendments to the wording of the park and playing field licence. Cllrs King, Boehm and Woodhouse will work with the EO on this and share with the other councillors before sending to WCC for consideration.
- 8.3 Cllr King shared options for newsletter publication and possible alternatives. It was decided to defer any decision to the next PC meeting.

## **9 Training Matters and Diary Dates**

- 9.1 Cllrs Woodhouse and Tibbets and the EO will be having training on the 5Ps with Gill Lungley on Friday 6<sup>th</sup> October at the Trinity Centre.

## **10 Administration**

- 10.1 It was noted that the parish council has a legal requirement to provide a pension to their Executive Officer and that this could be provided using NEST.
- Councillor Forknell proposed that a pension contribution amounting to 7% per annum of gross salary should be made via NEST and that the Executive Officer should also contribute. It was further proposed that this contribution should be backdated to the start of the Executive Officer's employment. This was agreed unanimously.
- Councillor Forknell confirmed his intention to provide the Executive Officer with an appraisal following the end of her probationary period in mid-November.

## **11 Correspondence**

- 11.1 Cllr Forknell shared correspondence regarding proposed speed limits on Linehouse Lane, Cllrs are in full agreement with the proposals, EO to write to WCC for consultation purposes. Details will also be added to PC website for public consultation.
- 11.2 EO provided details of correspondence with Network Rail regarding fencing, further works and the foot crossing in Blackwell. It was agreed to invite Richard Dugdale to the next PC meeting to brief us on developments.
- 11.3 Cllr Nock provided information regarding developments at Marlbrook tip.

## **12 Date of next Parish Council Meeting**

**Monday 6<sup>th</sup> November 2017 at 7.30pm at the Trinity Centre, Lickey.**

There being no other business, the meeting closed at 20.45.

(signed)

Chairman