



# **BROMSGROVE DISTRICT COUNCIL**

## **PARISH COUNCILS' FORUM**

**THURSDAY, 14TH DECEMBER 2006**

**AT 6.30 P.M.**

**COUNCIL CHAMBER, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE**

## **AGENDA**

Copies of the Parish Councils' Forum Agendas, Reports and Minutes are available on the Council's web-site at <http://www.bromsgrove.gov.uk/pcf>

1. Apologies
2. Minutes of the last Meeting held on 26th September 2006 (attached - Enclosure No. 1)
3. Matters arising from the Minutes
4. Barnt Green Parish Council - Official Handover of Parish Plan
5. (a) The Parish Councils welcome the motion passed by the District Council to develop the working relationship between the Cabinet and Bromsgrove Area CALC. Bromsgrove Area CALC would like to propose that a small working group be set up comprising members of and an officer representative from CALC and members of the Cabinet and an officer representative from the District Council to consider how this proposal might be taken forward.

*(Item placed on the Agenda at the request of the Area Committee of CALC)*

- (b) Neighbourhood / Area Committee pilot (Alvechurch / Rubery)

*(Item placed on the Agenda at the request of Lickey End Parish Council)*

6. Concurrent Functions - what is the future?

*(Item placed on the Agenda at the request of the Area Committee of CALC)*

7. Planning Enforcement
8. Schedule of Forum Meetings during 2007/2008 (attached - Enclosure No. 2)

K. DICKS  
Acting Chief Executive

The Council House  
Burcot Lane  
BROMSGROVE  
Worcestershire  
B60 1AA

8th December 2006

# **BROMSGROVE DISTRICT COUNCIL**

## **PARISH COUNCILS' FORUM**

Tuesday, 26th September 2006, at 6.30 p.m.

PRESENT: Councillor R. Hollingworth (Chairman)

<b><u>Parish</u></b>	<b><u>Representative(s)</u></b>
Barnt Green	Mrs. E. M. Buckett (Chairman) Mr. R. Westbury (Executive Officer)
Belbroughton	Mr. R. E. Copley (Clerk)
Beoley / Wythall	Miss P. Harrison (Clerk)
Catshill and North Marlbrook	Mr. P. J. Baker (Chairman) Mrs. J. Bate
Cofton Hackett	Mrs. P. Foxall (Clerk) Mr. B. Bridgewater
Hagley	Mr. A. G. Lewis
Hunington	Mr. J. Peeney (Chairman)
Lickey and Blackwell	Mr. R. Brown (Chairman) Mrs. J. A. Casey (Clerk)
Romsley	Mr. I. A. Hodgetts (Chairman) Mrs. P. L. Taylor (Clerk)
Stoke	Mrs. T. Roll (Chairman) Mrs. J. Birmingham
Tutnall and Cobley	Mrs. H. S. Davies (Clerk)

Also in attendance:-

Mr. P. Street, Corporate Director (Services), Bromsgrove District Council

Mr. H. Bennett, Assistant Chief Executive, Bromsgrove District Council

Mr. G. Roche, Community Safety Manager, Bromsgrove District Council

PC A. Holliday, West Mercia Constabulary

Mr. A. C. Stephens, Committee Services Officer, Bromsgrove District Council

1. **APOLOGIES**

Apologies for absence were received from:-

<b><u>Parish</u></b>	<b><u>Representative</u></b>
Belbroughton	Mr. C. R. Scurrall
Catshill and North Marlbrook	Mrs. C. Russam (Clerk)
Clent	Mrs. P. A. Harris (Clerk)
Hunington	Mrs. L. Teese (Clerk)
Lickey End	Mr. C. W. Bateman (Clerk)

<b>Parish</b>	<b>Representative</b>
Stoke	Mr. P. D. Callaway (Clerk)
Wythall	Mrs. S. J. Baxter

2. **MINUTES OF LAST MEETING**

The Minutes of the Meeting of the Parish Councils' Forum held on 27th June 2006 were submitted. Subject to the inclusion of Mr. I. A. Hodgetts and Mrs. P. L. Taylor in the list of those present, and the inclusion of Mr. C. W. Bateman in the list of apologies, it was **AGREED** that the Minutes be approved as a correct record.

3. **PACT AND THE NEIGHBOURHOOD AGENDA**

At the invitation of the Chairman, Mr. G. Rocke, the Council's Community Safety Manager, and PC A. Holliday, Bromsgrove Community Safety Officer from West Mercia Constabulary, addressed the meeting.

PC Holliday gave a brief presentation outlining the PACT (Partners and Communities Together) initiatives and how this contributed to the provision of local policing and neighbourhood management. He explained some of the background to the setting up of PACT and detailed the issues which were being considered. The support of parish councils, and involvement with other partner agencies, would assist in the PACT processes and benefit communities within the District, including the parish councils.

On a related matter, Mr. Rocke referred to the last meeting of the Forum and reported that the request for Parish Council representation on the Community Safety Partnership had been approved, and stated that Mr. M. Johnson of Catshill and North Marlbrook Parish Council had been appointed by the Area Committee of CALC.

PC Holliday and Mr. Rocke were asked a number of questions about the PACT process, where it has worked well and identified areas where improvements could be made. Concern was expressed about the amount of publicity given to promote PACT meetings and ensure a maximum possible level of attendance.

Both speakers gave their contact details for the information of the parish representatives -

Mr. G. Rocke - Tel.: 01527 881486 - email: g.rocke@bromsgrove.gov.uk  
PC A. Holliday - Tel.: 08745 444888

The Chairman then thanked PC Holliday and Mr. Rocke for their presentation.

(NOTE: At this point in the meeting, the Chairman introduced Mr. P. Street and Mr. H. Bennett, the Council's Corporate Director (Services) and Assistant Chief Executive respectively.)

4. **HIGHWAY AND FOOTWAY SWEEPING**

Mr. Street reported that the highway and footway sweeping schedule had recently been subject to inclusion in the development of the Council's Street Scene Strategy. Part of the new strategy incorporated the provision of new mechanical street cleaning equipment, together with ensuring a more responsive level of service.

He stated that 'high amenity areas' (for example, Bromsgrove Town Centre and the twenty-seven other shopping parades within the District) were cleaned on a daily basis; 'urban areas' (that is, residential areas) were cleaned for litter on a fortnightly basis and swept every four weeks; and 'rural areas' were dealt with on a half-yearly or quarterly basis.

In answering a question from the floor, Mr. Street added that it would be helpful if there are any issues which may need to be addressed (for example, litter or fly-tipping problems), the Council would wish to be informed so that problems may be dealt with at the earliest possible opportunity. The Chairman reported that the Council's target was to deal with such enquiries within 24 hours.

A question was also raised about the condition of the Spadesbourne Brook which Mr. Street replied was due to be part of an investigation by the new Watercourse Scrutiny Task Group. However, he added that there were many problems associated with maintenance of brooks and watercourses due to health and safety matters and ownership issues.

5. **SUBMISSION AND ADOPTION OF PARISH PLANS**

Mr. Street referred to the report enclosed to the agenda which related to the planning/development control aspects of the Parish Plans process. He acknowledged, however, that this was only a part of the development of a Parish Plan and that other areas such as traffic, health and community safety issues were equally as valid aspects of the entire Plan process.

Mr. Bennett added that the Local Strategic Partnership (LSP) Board, comprising the County and District Councils, the County Association for Local Councils (CALC), Bromsgrove District Housing Trust, the Primary Care Trust, the Police and the Voluntary Sector, would be an invaluable alternative source of information for parish councils in the development of Parish Plans. He stated that the next Meeting of the LSP Board was on 29th September 2006, and that he would refer back to the parish councils in the near future.

It was also reported that the District Council could be used as a reference source for those parishes yet to commence work on their Parish Plan and, in addition, the Chairman recommended that parish councils consult with the local CALC representative on the LSP Board, Mrs. S. J. Baxter.

6. **PUBLIC SPEAKING AT PLANNING COMMITTEE**

(The Chairman agreed to the consideration of the following additional item of business.)

In respect of the recent introduction of Public Speaking at Planning Committee, a question was raised concerning parish councils making representations at meetings of the Committee. However, it was reported that the parish councils were consulted in writing by the District Council upon the receipt of all applications for planning consent received.

7. **CHRISTMAS TREES**

(The Chairman agreed to the consideration of the following additional item of business.)

A question was raised about the possibility of the District Council supplying Christmas Trees to the parish councils later in the year. Mr. Street stated that there was no budget provision for this at the moment, but added that he would look into the matter and write to the parish councils in due course.

The Meeting closed at 7.35 p.m.

Chairman

**BROMSGROVE DISTRICT COUNCIL**

**PARISH COUNCILS' FORUM**

14TH DECEMBER 2006

1. **SCHEDULE OF FORUM MEETINGS DURING 2007 / 2008**

Future meetings of the Forum need to be arranged over the course of the next 12 months.

The Area Committee of CALC meets on a quarterly basis to, amongst other things, decide upon items for the agenda for meetings of the Forum. The Committee have specified that their meetings during 2007 will take place on:-

- ✘ Wednesday, 7th March 2007
- ✘ Wednesday, 6th June 2007
- ✘ Wednesday, 5th September 2007
- ✘ Wednesday, 5th December 2007

Therefore, in order to allow time for agendas to be prepared, it is suggested that the next meetings of the Forum be arranged for:-

- ☒ Tuesday, 27th March 2007
- ☒ Tuesday, 26th June 2007
- ☒ Tuesday, 25th September 2007
- ☒ Tuesday, 8th January 2008

The views of the Forum are, therefore, requested.

Contact: Andy Stephens  
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BROMSGROVE  
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B60 1AA

8th December 2006



**Bromsgrove**  
District Council  
[www.bromsgrove.gov.uk](http://www.bromsgrove.gov.uk)



## **Bromsgrove District Customer Service Centre**

**Part of the Worcestershire Hub**  
School Drive, Bromsgrove

### **Important Customer Information**

### **Change of Opening Hours**

With effect from **Thursday 4th January 2007** the Customer Service Centre will open at 10:00 on Thursdays for walk in customers.

Please note our telephone customers will not be affected by this change.

The new hours of business for the Customer Service Centre are:

**Monday: 09:00 – 17:00**  
**Tuesday: 09:00 – 17:00**  
**Wednesday: 09:00 – 17:00**  
**Thursday: 10:00 – 17:00**  
**Friday: 09:00 – 17:00**  
**Saturday: 09:00 – 12:00 Noon**  
**Sunday Closed**

**For information visit [www.bromsgrove.gov.uk](http://www.bromsgrove.gov.uk)**  
**Or call 01527 881288**