



WOMBOURNE PARISH COUNCIL

Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL

held on **Monday 9th May 2022** at 7.15pm

This meeting was held in the Council Chamber, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

Present -

Councillors: Barry Bond MBE, Cheryl Davies, Mike Davies, Jan Evans, Mark Evans, Dan Kinsey, Claire McIlvenna, Vince Merrick, Martin Perry, John Pike, Mary Roberts, Daisy Tait

Absent without apologies – Councillor Elizabeth Keeling

Clerk: Rachael Wright

Public: 25 members of the public

Councillor Dan Kinsey welcomed everyone to the Annual Meeting of the Parish Council, noting it was fantastic to see so many members of the public present.

50/22 – Election of Chairman for 2022/2023

Councillor Mike Davies proposed Councillor Dan Kinsey be elected as Chairman for 2022/2023, noting he had shown great leadership in the role over a difficult few years.

Councillor Daisy Tait seconded the proposal, agreeing with the comments Councillor Mike Davies.

No other proposals were made, and all Members were in favour.

Councillor Dan Kinsey noted he was pleased to take on the role of Chairman once again, noting he was told in 2019 he would enjoy his year in the role, and that it had been an exceptionally long year.

51/22 – Apologies

Apologies were received from Councillors Alan Peace and Robert Reade.

52/22 – Declarations of Interest

Councillor Dan Kinsey noted he was a Member of Wombourne Best Kept Village Committee, and Councillor Mary Roberts noted she was a Member of the Wombourne Best Kept Village and Wombourne Carnival Committee.

53/22 – Election of Vice-Chairman for 2022/2023

Councillor Barry Bond proposed Councillor Mark Evans be elected as Vice-Chairman for 2022/2023, noting the Parish Council have had Members from all over the British Isles, with most coming from Wolverhampton, but Mark was unusual in that he was born and bred in Wombourne, and can trace his roots back several hundred years.

Councillor Martin Perry seconded the proposal noting Councillor Mark Evans was an effective and supportive member of the Parish Council and would therefore do a fantastic job in the role of Vice-Chairman. No other proposals were made, and all Members were in favour.

Councillor Mark Evans thanked Members for voting for him, noting it was a proud moment for him to follow such a stalwart Vice-Chairman as Councillor John Pike.

Councillor Dan Kinsey noted he was incredibly pleased to have Councillor Mark Evans as his Vice-Chairman and passed on his sincere thanks to Councillor John Pike who he noted had been an excellent Vice-Chairman for the last 3 years.

54/22 – Election of Deputy Chairman for 2022/2023

As the outgoing Chairman of the Council, and in accordance with Standing Orders, Councillor Mary Roberts remains Deputy Chairman.

55/22 – Election of Chairman and Members of Committees for 2022/2023

Councillor Daisy Tait proposed Chairman and Members of Committees be agreed en bloc according to the list circulated. Councillor John Pike seconded the proposal, and all Members agreed.

- a) **Civic Centre Management** – It was **RESOLVED** that Councillor Barry Bond be elected Chairman of the Committee.
- b) **Finance and General Purposes** - It was **RESOLVED** that Councillor Mary Roberts be elected Chairman of the Committee.
- c) **Planning and Development** - It was **RESOLVED** that Councillor Mark Evans be elected Chairman of the Committee.
- d) **Recreation and Amenities** - It was **RESOLVED** that Councillor Martin Perry be elected Chairman of the Committee.

56/22 – Appointment of Members to Outside Bodies for 2022/2023

Councillor Mike Davies proposed en bloc that Members appointed to Outside be agreed according to the list circulated. Councillor Mary Roberts seconded the proposal, and all Members were in favour.

57/22 – Terms of Reference for Committees

Members agreed to the Terms of Reference for Committees as set out in the Scheme of Delegation policy.

58/22 – Review and adoption of Standing Orders and Financial Regulations

Members agreed to the adoption of the Standing Orders and Financial Regulations Policies.

59/22 – Review of inventory of land and other assets including buildings and office equipment

Members agreed to defer this to a later meeting.

60/22 – Confirmation of arrangements for insurance cover in respect of all insurable risks

Members agreed to the insurance cover as set out in the policy schedule.

61/22 – Review of the Council's and/or staff subscriptions to other bodies

Members agreed subscriptions as follows:

- a) Staffordshire Parish Council's Association (Council)
- b) Society of Local Council Clerks (Clerk)

62/22 – Review of the Council's complaints procedure

Members agreed to the adoption of the Complaints Procedure policy.

63/22 – Review of the Council’s policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation

Members agreed to the GDPR policies as follows:

- a) GDPR – Rights of individuals
- b) GDPR – Privacy notice for staff and Cllrs
- c) GDPR – Information security policy guidelines and procedures
- d) GDPR – Employment records – retention and erasure guidelines
- e) GDPR – Personal data breach

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64/22 – Review of the Council’s policy for dealing with the press / media

Members agreed to the adoption of the Press/Media policy.

65/22 – Review of the Council’s employment policies and procedures

Members agreed to defer the review of the policies to a later date.

66/22 – Review of the Council’s expenditure incurred under S.137 of the Local Government Act 1972 or the general power of competence

Members noted no payments for 2022/2023 had been made.

67/22 – Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council as follows:

- a) Monday 6th June 2022
- b) Monday 4th July 2022
- c) Monday 5th September 2022
- d) Monday 10th October 2022
- e) Monday 7th November 2022
- f) Monday 5th December 2022
- g) Monday 16th January 2023
- h) Monday 6th February 2023
- i) Monday 6th March 2023
- j) Monday 17th April 2023
- k) Monday 8th May 2023

68/22 – Public Participation

There were no questions or comments from members of the public.

69/22 – Police Report

In the absence of the local Policing Team, Councillor Vince Merrick provided the monthly report as follows:

Burglaries: 21/04/22- There was a report of a property on Mount Road, Wombourne which had been broken into by unknown offender(s) between the hours of 21:00 and 00:00. CCTV enquiries were conducted, and the victim has been given advice and reassurance.

Vehicle Crime: 22/04/22- Between the hours of 01:00-05:00, a Blue BMW X1 was subject to being vandalised and parts were taken off the vehicle. This happened on Billy Buns Lane, Wombourne, whereby unknown offender(s) have stolen the number plates from the vehicle, as well as the rear tailgate window being smashed. The Passenger side door mirror was also stolen, and the rear parcel shelf also being taken from within. Local

officers offered advice and reassurance to the victim and anti-theft number plate screws were given to function as a deterrent and for peace of mind for the victim. Officers conducted enquiries and ongoing investigations are taking place.

On 23/04/22 a Blue Ford Transit Van was stolen from the car park of The Mount Pub, Wombourne between the hours of 20:00 and 07:30hrs the next morning 24/04/22. Officers offered advice and reassurance to the victim and ongoing investigations are being conducted.

04/05/22- A van was subject to being broken into on Wombourne Enterprise Park between the hours of 9pm and 6am the following morning 05/05/22. CCTV investigations are taking place and the victim has been given advice and reassurance.

07/05/22- A Land Rover Freelander was stolen off a driveway in Brook Road Wombourne, whereby offenders(s) between the hours of around 23:00 and 9:00am the following morning 08/05/22. Officers have since recovered the vehicle for forensic opportunities to take place. The offenders have been arrested and investigations are being conducted. The victim has been given advice and reassurance also.

ASB hotspots: Brick Bridge Playing Fields- There has been several incidents reported to us around Anti-Social behaviour taking place within the playing fields whereby big groups of youths are congregating and fights have taken place. Officers have given strong words of advice to those involved and parents have been made aware. High Visibility Patrols have also been conducted by local officers, frequenting the area as much as possible. Officers have engaged with several youths and have been told to be respectful of one another and such behaviour is not acceptable.

Wombourne High School- There has been an increase in Anti-Social Behaviour outside of Wombourne High School, with students getting involved in fighting and being disruptive. Local officers are collaborating closely with the School and are increasing patrols around start and finish times. Those involved in such behaviour, have and will be spoken with and necessary action will take place.

Proactive news: Operation Anadrome patrols and joint operations/information sharing with neighbouring police forces have resulted in a significant decrease of Catalytic converters being stolen. Op Jackal – A Force wide response to tackle Car Key Burglaries. Next Month the new operating model will be coming into effect which will mean our response officers will be working out of Codsall rather than Cannock which I am sure will be welcome news. There are plans to have two response officers working out of Wombourne over five shifts which will give South Staffordshire a 24/7 response which is great news.

70/22 – Approval of Minutes

Members RESOLVED to approve the minutes of the meetings on Monday 11th April 2022.

71/22 – Reports from Committees

- a) Recreation and Amenities Committee - Councillor Mike Davies as outgoing Chairman informed Members the CCTV at Brickbridge Playing Fields was coming along with installation ongoing, there was nothing to report at Bratch Park. S106 funding was due, and improvements would be made to Poolhouse Play Area in the future.
- b) Civic Centre Management Committee - Councillor Barry Bond informed Members the scaffold had now been removed from around the Civic Centre and only snagging works remained of the roof work. The Bridal Fayre was a success with lots of attendance on the day, and positive comments on social media. He gave his thanks to the Clerk for her work in organising the event. He also noted a request had been made by the Osteopath regarding her lease which had been refused.

- c) Planning and Development - Councillor Dan Kinsey informed Members as the outgoing Chairman was currently on a South West coastal path walk there had been no meeting in the month and all plans had been dealt with and will be reported to the Council later in the meeting.
- d) Finance and General Purposes – Councillor Mary Roberts informed Members the plans for the Jubilee Celebrations were in full swing, with flyers for every house in the village divided by between Councillors and volunteers. 79 of 128 tickets had been sold for the Dinner Dance on Saturday 4th June. The stay-at-home garden parties on Sunday 5th June had been advertised and finally, the Council had given agreement to restore the Maypole structure in the village which they hoped would be completed in time for the Jubilee Concert.

72/22 – Reports from Members appointed to Outside Bodies

Senior Citizens Day Centre - Councillor Mark Evans informed Members he was due to visit Beryl Spittle at the Day Centre next week.

Wombourne Carnival Committee - Councillor Mary Roberts informed Members the theme for this year's Carnival was Best of British, with the same format as usual. Bookings were open for pitches, and the Chairman of the Committee was talking to local schools about their involvement. Shops would be asked to decorate in the theme of the day. Bunting would go up for the Jubilee and remain for the Carnival. Help is needed on the day so if anyone is able to spare any time it would be appreciated.

Wolverhampton Business Airport Consultative Committee – Councillor Barry Bond provided an update as the District Council Member appointed to the Committee in the absence of Councillor Alan Peace. He informed Members the proposed development of 40 houses had not progressed to date, it was still with Planning at South Staffordshire Council. There will be a vintage jaguar assembly on 21st May with over 100 vehicles planned to be involved. On 19th June it would be the last Project Propeller for veterans.

Wombourne and District Community Association – Councillor Daisy Tait informed Members £500 had been granted to Blakeley Heath Primary School and £500 to High Flyers. The Association had received a grant of £750 from the innovation fund towards bunting in the village. They were currently reaching out to all residents and groups to collect memories over the Queen's reign and had discussed asking local schools to create a time capsule.

73/22 – Parish Council Finances and Administration

Members approved the payments for April 2022.

74/22 – Planning applications

Members noted the responses to planning applications made to South Staffordshire Council in lieu of a meeting.

75/22 – Correspondence

None.

76/22 – Queen's Platinum Jubilee card and poem competition

Due to the volume of responses, Members resolved to allow the Chairman of the Council to choose the winners.

77/22 – Joan Williams Civic Award

Councillor Dan Kinsey paid tribute to the winner of the Joan Williams Civic Award for 2021, Donna Eccleston, noting she was an extraordinary lady who had not only raised thousands of pounds for charity, but was a dedicated and influential member of the Best Kept Village Committee who is often seen litter picking, weeding and planting, and has also with the support of her husband, completely renovated and rejuvenated Wombourne Village Hall. He noted she was indeed an extremely worthy winner, and it was his pleasure to present her with the award.

Upon collecting her award, Donna said she really believed in volunteering, and if more people volunteered what an amazing society we would have. She gave thanks to her DME customers, her mom, and her husband thanking him for all his support.

78/22 – Chairman’s Business

- a) The Chairman gave a breakdown of his whereabouts as follows:
 - i. Each week he had attended Friendly Faces Cafes with the exception of 6th May 2022.
 - ii. During the Easter holidays he had weeded Windmill Bank and the crossroads.
 - iii. 17th April he attended the Easter service at St Benedict Biscop which was Rev Preb Paul Brown’s last service after 24 years.
 - iv. 20th April he retrieved a trolley from the Brook.
 - v. 23rd April he assisted with the installation of CCTV at Brickbridge Playing Fields and attended the BKV fundraiser evening at Wombourne Cricket Club
 - vi. 24th April he attended Wombourne Tennis Club who are looking for new members to support outreach projects in the village.
 - vii. 29th April he was out watering the planters in the village and collected his social membership to Wombourne Cricket, Tennis and Bowling Club.
 - viii. 1st May he attended the Bridal Fayre at the Civic Centre run by the Parish Council noting the positive feedback from traders.
 - ix. 4th May he collected his associate membership to Wombourne and Sedgley Rotary Club.
 - x. 7th May he assisted the Best Kept Village Committee with building their new shed. He also attended the presentation evening for Wombourne All Stars where they collected their league trophy, and he also attended the grand opening of the new Hair and Beauty salon in the village who were raising money for their neighbours at Compton Hospice.
 - xi. 8th May he attended the VE Day event at Wombourne Cricket Club which was supported by Wombourne and Sedgley Rotary Club
- b) It was RESOLVED the date of the next Full Council meeting will be Monday 6th June 2022.
- c) It was RESOLVED that the date for Committee Meetings will be
 - Monday 16th May 2022 – Recreation and Amenities Committee Meeting at 7pm
 - Monday 23rd May 2022 – Finance and General Purposes Committee Meeting at 7pm
 - Monday 30th May 2022 – Planning and Development Committee Meeting at 7pm – only if required.

The meeting closed at 8.07pm.

Signed:

Dated: