

Tutnall & Cobley Parish Council

THE MINUTES of an ANNUAL ORDINARY MEETING of TUTNALL & COBLEY PARISH COUNCIL held on Thursday 14 May 2026 at 7.30pm at Tardebigge Community Hall

Present: Cllr M Ryan, Cllr L Denyer, Cllr A Wheeler-Vine, Cllr P Whittaker, Cllr Orr-Cooper, Cllr K Tolley. Cllr M Pengelly

Apologies: Cllr A Bailes

In Attendance: The Clerk

- 1 **Election of Chairman and signing of Declaration of Office:** Cllr Denyer proposed Mike Pengelly to remain as Chairman. Seconded by Cllr Orr-Cooper. Form to be signed by Mike Pengelly.
- 2 **To consider apologies and to approve reasons for absence:** Cllr A Bailes
- 3 **Election of Vice Chairman and signing of Declaration of Office:** Cllr Denyer proposed Cllr Ryan to continue as Vice-Chairman. Cllr Orr-Cooper seconded. Form signed by Mike Ryan.
- 4 **DECLARATION OF INTEREST:**
 - a) Register of Interests: Councillors were reminded of the need to update their register of interests, and
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature, and
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature:
 - Cllr L Denyer who is Treasurer of the Management Committee of the Community Hall
 - Cllr M Ryan who is a member of the Management Committee of the Community Hall
- 5 **ANNUAL FINANCE:**
 - a) **Accounts for the Year Ending 31 March 2026**
Receipts and Payments Account for the year, Bank Reconciliation, Statement of Accounts and Schedule of Fixed Assets were approved by the Parish Councillors
 - b) **Annual Governance and Accountability Return for the Year Ending 31 March 2026:**
Notice of annual audit received from PKF Littlejohn; the return date is 1st July 2026. Part 2, sections 1 and 2 were completed and approved by Council
 - c) Certificate of Exemption was approved and signed by the Chairman and Responsible Financial Officer.
- 6 **TO APPOINT REPRESENTATIVES / OFFICERS:**
The following appointments were retained:
Footpath Warden: - Cllr Ryan – proposed Cllr Denyer, seconded Cllr Orr-Cooper
Tree Warden – Cllr Mike Ryan - proposed Cllr Denyer, seconded Cllr Orr-Cooper
Conservation Officer – Cllr Mike Ryan - proposed Cllr Denyer, seconded Cllr Orr-Cooper

Community Hall Representative – Cllr Lynn Denyer proposed Cllr Pengelly seconded Cllr Wheeler-Vine

Charities Representative – Cllr Mike Pengelly and Cllr Ann Wheeler-Vine proposed Cllr Denyer, seconded Cllr Orr-Cooper

- 7 **MINUTES:** The Minutes of the meeting held on 8 April 2026 were approved.
Proposed: Cllr Whittaker; Seconded: Cllr Denyer: All in Agreement.

8 **PROGRESS REPORTS FOR INFORMATION:**

Clerk: none

Chairman: none

District Councillor: none

County Councillor: none

Footpath Warden: none

Tree Warden: none

Conservation Officer: none

Community Hall Representative: none .

Charities Representative: next meeting is 26th May. There might be some new representatives, who will be independent councillors.

9 **CORRESPONDENCE:**

- a) a) Bromsgrove District Council: <http://moderngovwebpublic.bromsgrove.gov.uk> for details on Planning Agendas and Minutes.
b) Wellbeing in partnership newsletter – noted
c) The Rural Bulletin – noted
d) The Rural Funding Digest – noted
e) PCC Newsletter - noted
f) Bromsgrove Parish Play Area Audit and Investment Plan – Introduction - noted
g) CALC update - noted
h) Community Investment Fund now open – have a look for possible funding for bus shelter – Cllr Tolley to have a look - noted
i) CALC - For Councillors - What matters this week - noted
j) CALC Health and Wellbeing Newsletter - May 2026 - noted
k) Article for Council Magazine - noted
l) CALC - For Councillors: toolkits information and events - noted
m) CALC - This week: audit actions, Practitioners' Guide & meeting summons - noted
n) Chairman's Charity Golf Tournament and Dinner ... Friday 8th May 2026 - noted
o) Road safety issue Tardebigge – it seems to be mains powered. The Clerk to reply to parishioner – the responsibility is in some question as it is not battery powered Cllr Whittaker to speak to Cllr Bailes, as it is not a normal speed camera.

10 **PLANNING MATTERS:**

Applications for Consideration: none

Approvals: none

Appeals: none

Refusals: none

- 11. LENGTHSMAN SCHEME:** Clerk to remind to do work on Agmore Lane.
- 12. HIGHWAY MATTERS:.** Cllr Ryan noticed road sign at top of Tunnel Lane, pointing at ground. Needs restoring. Cllr Tolley requested a new sign to point down the hill. Ask Highways for sign for Tunnel Hill. Sign for Tutnall Close has been hit by vehicle and needs straightening.
- 13. POT HOLES:** Cllr Denyer advised pothole in Brockhill Lane has been filled in. Pot holes at Church. Sarah Jane enquired why road was unadopted. Cllr Pengelly said County Council should ensure that pot holes are filled in. The Church should approach the Highways department at County Council and copy in the school as they use the road the most. Two potholes by vigo -Cllr Pengelly to report on portal.
- 14. RISK ASSESSMENT SCHEDULE:** This was approved.

15. FINANCE:

a)	Bank Balances: as at 8 th May 2026	Current Account	£ 7,582.63
			as at 8 th May 2026 `
		Deposit Account	<u>£ 9,292.82</u>
		Total Balance	£ 16,875.45

b) **Receipts:** 0.00

c Payments for Approval:

	L Griffiths: Salary for April 2026	£ 355.68	
	Clerk's expenses for April 2026	£ 57.05	
	Lengthsman duties @£20 per hour		
	Tutnall and Cobley 7.5 hours	£ 150.00	
	Burcot hours 1.5 hours	£ 30.00	
	Grass cutting – C Evans	£ 130.00	
	Website regular monthly direct debit payment	£ 11.99	
	Gov.uk email account monthly direct debit payment	£ 2.99	
	Galagher Insurance	£ 492.06	
a)	Worcester CALC	<u>£ 761.86</u>	
		Total	£ 1,991.63

d) **Unpresented Cheques:** 0.00

e) **Outstanding Invoices:** None

Finance Items - Proposed Cllr Denyer and Seconded Cllr Wheeler-Vine

- 16 BUS SHELTER:** Have received an estimate from the person that installed the bus shelter for Finstall Parish Council. To be inspected regularly. Discussion regarding whether a dropped kerb was needed. Cllr Whittaker has spoken to various people at Environmental Services. Contacted Matthew Mead, need permission from Worcestershire County Council.

- 17. **PARKING ON CHURCH LANE:** Cllr Denyer thinks parents and children shouldn't have to walk on the road. The Clerk has emailed the Head of the school and had no reply. Walking bus stopped, which has caused the issue. Can suggest parking on Hollyoakes Lane and walking up the road. Email to be resent to the Head by the Clerk.

- 18. **BROAD GREEN TENDERS:** Contract awarded to Cedric Evans for the next 2 years.

- 19 **COMMENTS FROM MEMBERS:** Cllr Denyer organising night out in June.

- 20 **DATE OF NEXT MEETING:** Thursday 18th June 2026

Signed: Chairman 26th June 2025