

CHURCHILL & BLAKEDOWN PARISH COUNCIL

Minutes of the Meeting of Churchill and Blakedown Parish Council held on Tuesday 12th May 2026 at Blakedown Sports Pavilion which commenced at 7.00p.m.

PRESENT: Cllrs, Brian Hession; Mark Adams; Richard Benney; Martin Hickman; Bryony Hayward; Gillian Moncrieff; Claire Wood.

In attendance: One resident; PC Jamie Guest & PCSO David Foden; District Councillor – Robin Drew; Parish Clerk – Louise Harris.

62/26 Election of Chairman: To elect a Chairman and for the Chairman to sign the Declaration of Acceptance of Office: Cllr Brian Hession was nominated and seconded and voted **ALL IN FAVOUR** as Chairman for the ensuing municipal year. Cllr Hession signed the Declaration of Acceptance of Office in the presence of all at the meeting, and this was countersigned by the clerk.

63/26 Apologies: To receive and approve apologies for absence: Cllr Fowler (**accepted**).

64/26 Election of Vice Chairman: Cllr Wood was nominated and seconded and voted **ALL IN FAVOUR** for the role of Vice Chair for the ensuing municipal year.

65/26 Chairman's Opening Remarks: None.

In the interests of time, the chairman changed the order of the agenda:

66/26 Community Policing: To receive any report from the Beat Officer/CSO: The report received from the police was displayed at the meeting. PC Jamie Guest reported on the recent theft of motor vehicles from the Wannerton Estate which were car key burglaries. They were carried out by criminals from the West Midlands area and were isolated incidents.

PC Guest went on to advise residents to use deterrents such as CCTV, lighting and steering locks. The parish is close to the border and there are nice vehicles in the parish. Policing priorities for the parish are rural crime, anti-social behaviour and speeding and they are undertaking patrols in the evening through the summer. Dates and times of anti-social behaviour taking place enables us to focus our attention on these times of increasing operational demands and the recent reduction of PCSO hours which has meant our visibility is affected together with attendance at meetings.

Cllr Hickman asked if anything could be done about fly tipping which is essentially anti-social behaviour. He also raised the concern that some laybys have large potholes and whilst this is a deterrent to would-be fly tippers in these areas, it is not ideal and asked if WCC Highways could make reparation. PC Guest said that covert cameras can be deployed to the areas, but more information is required. Fly tipping needs to be reported to the rural crime team as well as WFDC because where a pattern emerges, the police are alerted.

A brief discussion took place about the recent short spate of anti-social behaviour involving egg throwing and speeding in the area and the stretched police resources trying to tackle speeding across North Worcestershire.

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A call was given by the police asking residents to sign up to Neighbourhood Matters. This feed will inform residents of incidents, good news stories, and matters that concern the resident according to the news topics chosen. The clerk asked for the QR code for sign up to Neighbourhood Matters so that this could be shared via Facebook and parish Broadcast magazine.

67/26 Declarations of Interest: None.

68/26 Dispensations: None.

69/26 Minutes: The minutes of the meeting held on Tuesday 14th April 2026 were **APPROVED and SIGNED.**

70/26 To decide on the appointment of a lead councillor for the following areas of council business: the following roles were taken up by the following councillors who were nominated, seconded and voted for **ALL IN FAVOUR:-**

- Finance – Cllr Benney
- Environment – Cllr Hayward
- Highways – Cllr Hickman
- Staffing – Cllr Wood
- Planning – Cllr Fowler

71/26 Appointment of members to existing working parties: the following working parties were taken up with the following membership of councillors who were nominated, seconded and voted for **ALL IN FAVOUR:-**

- a) Finance Working Party – Cllrs Benney; Hayward; Moncrieff.
- b) Staffing Working Party – Cllrs Wood; Benney; Hayward.
- c) Neighbourhood Plan Working Party – Cllrs Fowler; Hickman; Wood.
- d) Localism working party – Cllrs Adams; Fowler; Hickman.

72/26 To decide on the appointment of representatives to serve on other bodies:

- a) Wyre Forest Area CALC – Cllrs, Benney; Hickman
- b) Churchill and Blakedown Sports Centre Working party – Cllrs, Hession; Wood.
- c) Footpaths Officer – Cllr Hickman (not for WCC)

73/26 Roads/Footpaths/Traffic/Highways: Cllr Hickman reported on the following: -

- i) The recent traffic lights at the Churchill crossroads whilst works were being undertaken, made a noticeable difference to the safety of the junction by slowing the traffic down and making it easier to cross the road.
- ii) The following report was given for Stakenbridge Lane: -
 - a. Stakenbridge Lane and railway bridge is used in education by the local motorcycle training depot.
 - b. Some vehicles are having to use the kerb to pass under the railway bridge. They are crossing white lines especially longer vehicles or those with trailers.

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- c. Vehicle height restriction and weight reduction is required for the lane so that vehicles can keep to their side of the road. There are also undulations in the tarmac due to the excess weight.
- iii) There has been parking on Belbroughton Road that is causing obstruction. Operation Snap can be used to report this.
- iv) Some laybys in the parish have potholes; they do deter would be fly tippers but will be logged for reparation with WCC.
- v) Fly tipping – report this to WCC and police rural crime team; covert cameras can be deployed.
- vi) Churchill Lane – worn tarmac at edges of the highway near 10 Churchill Lane. Cllr Drew asked the clerk to report this to Cllr Hart with the what3words location.
[POST MEETING NOTE: This was reported to Cllr Hart on 24/05/26].

74/26 Parish Lengthsman Report: The Lengthsman reported that he couldn't attend the meeting tonight due to working away. Cllr Hickman expressed thanks to the Lengthsman for his work on clearing the gullies on Churchill Lane & Stakenbridge Lane.

75/26 County & District Council Matters:

- i) To receive a report from a District Council representative – The report had been received by the clerk and circulated to all members prior to the meeting. The report was displayed at the meeting. Cllr Drew gave the report briefing members on the planning committee reforms that come into effect in the autumn. He advised that he and the WFDC Planning Manager will be inviting members to training sessions that will be held during June/July/August and to think about the implications for the Neighbourhood Plan.

Cllr Drew announced that the WFDC Local Plan review panel to be made up of 9 members is due to be agreed on at imminent WFDC Full Council meeting. It is foreseen that one member from C&BPC is requested to take up a seat that will be in non-voting capacity. A formal invite will be sent to the clerk.

Cllr Wood commented on how good the new park and the town hall look.

- ii) To receive a report from a County Council representative - The report had been received by the clerk and circulated to all members prior to the meeting. The report was displayed at the meeting. Cllr Moncrieff asked Cllr Drew if a 'bend' sign could be placed on New Wood Lane coming from the other direction by Hunters Lodge for safety reasons.

76/26 Policies and procedures: A review of the council's policies, procedures and practices in respect of its obligations under GDPR and data protection legislation was due. The following policies had been circulated prior to the meeting and were **APPROVED, all in favour:**

- i) Data Protection Policy
- ii) Data Retention Policy
- iii) Email Contact Privacy Notice
- iv) General Privacy Notice
- v) Staff/Cllrs/Role Holders Privacy Notice
- vi) Complaints Procedure

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- vii) Grant Awarding Policy
- viii) Grant Application Form
- ix) Policy for use of Facebook
- x) Equality & Diversity Policy
- xi) Recording at Meetings Policy

77/26 Insurance policy – The council **NOTED** that arrangements for insurance cover were confirmed as being place in respect of all insurable risks. The clerk also informed the council that the insurance policy is due for renewal as of 1st June 2026 and the clerk will be emailing councillors with further details.

78/26 Review Annual Subscriptions

- i) Worcestershire CALC – A short explanation was given by the clerk as to why this membership is important to the council and this was **APPROVED**.
- ii) Society of Local Council Clerks – **APPROVED**.

79/26 Financial Report and Payment of Accounts

- a. To note the **bank balances as at 6th May, 2026**:
 - £29,796.39 - Unity Trust Treasurers Account (PC Current Account)
 - £45,066.33 - Lloyds Bank - Instant Access Account (PC Reserves)
 - £8.50 - Lloyds Bank - Community Account
 - £74,871.22 in TOTAL AT THE BANK**
- b. To approve and sign the Receipts and Payments schedule for payment, for May 2026 as circulated by email – **APPROVED & SIGNED**.
- c. To approve and sign the bank reconciliation with the bank statements to 6th May 2026 – **APPROVED & SIGNED**.
- d. To approve Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for financial year to 31st March 2026 – this was displayed at the meeting, and the council completed each assertion and **APPROVED it, all in favour** and it was signed by the chairman and the clerk to the meeting.
- e. To approve Section 2 of the Annual Governance and Accountability Return, the Accounting Statements for financial year to 31st March 2026 – this was displayed and **APPROVED, all in favour** and signed by the chairman to the meeting.
- f. To approve transfer of £42.50 from Lloyds PC Reserves account to Lloyds Community to cover Business banking charges of £4.25 per month until 31/03/27 – **APPROVED, all in favour**.
- g. To note that £6,500 was transferred from Unity Trust account into General Reserves at year end as agreed at meeting on 14/04/26, minute 58/26g)ii – **NOTED**.

80/26 Planning and Development Control:

- i. Planning applications received:
 - a. 26/0357/TPO – 3 Roxall Close - Fell - Scotts Pine – No objection on grounds of highways safety.
- ii. Additional Planning Applications or other Planning Matters :

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- a. Neighbourhood Plan Review update – The chairman stated that Blakedown is likely to get a housing allocation due to the revised National Planning Policy Framework highlighting locations around railway stations.

iii. Planning Notifications Received:

- a. To receive notifications from Wyre Forest District Council
 - i. 26/0266/PNH - 66 Belbroughton Road - Single storey rear extension to extend 4.17m
maximum from the original rear wall of the dwelling [FOR INFORMATION ONLY].
 - ii. 26/00119/EN3 - Woodfield House, 93 Belbroughton Road - Unauthorised car sales business being run from address [ENFORCEMENT NOTICE] – it was noted that this is an acknowledgement of a notification and not an enforcement notice.

81/26 Clerk's Report: The Clerks Report on new & ongoing items was displayed and explained by the clerk. Cllr Hession gave his apologies for the Annual Parish Meeting. Cllr Adams highlighted that the contractors grass cutting works had improved and the clerk is to let them know.

82/26 Councillor's Reports and items for future agendas:

A comment was raised by a member regarding the busy-ness of the car park when trying to use the village shop. A short discussion took place about the options for car park enforcement but the council had concluded in previous years that the cost of a service would outweigh any income generated from it.

83/26 Date of Next Meeting: Annual Parish Assembly - Tuesday 19th May 2026 commencing at 7.30 p.m. at the Blakedown Parish Rooms, Belbroughton Road.

84/26 End of Meeting – the chair closed the meeting at 2045hrs.

Signed.....
(Chair to Churchill & Blakedown Parish Council)

Date: 9th June 2026

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