

**Minutes of the Council Meeting  
Held in the Brearley Room, Grosvenor Centre  
on Monday 10<sup>th</sup> March 2014 beginning at 7.30pm**

Present	Cllr. R Greatrex (in the Chair)	Cllr. T Simkin
	Cllr. P Alker	Cllr. D Watson-Jones
	Cllr J. Cook	Cllr. J Tomkinson
	Cllr. M Cowie	Cllr. K Ingram
	Cllr. G Payne	Cllr. M Hughes
	Cllr D Willetts	Cllr. M Deegan
	Cllr. M Booth	Miss J Cooper, Clerk
	Cllr. S Wallis	

SBC Cllr Mike Smith

14/028	<p><b>Public Open Forum (7 members present)</b></p> <p>Mr Steve Hopkins said he has been a Gnosall resident for over 20 years. He asked for clarification that the Procedures Review Group meeting held on 19<sup>th</sup> February was held at the time displayed. Cllr Hughes, Chairman of PRG confirmed the meeting did start on time but had to relocate to the Grosvenor Centre instead of the Parish Office and that Mr Hopkins had attended the meeting in the Grosvenor Centre. Mr Hopkins then asked whether the Clerk's representative was present at the meeting from the start to take notes and asked the Chairman whether he was happy that the record of discussion was full and accurate to enable full Council to make a decision. Cllr Greatrex explained that the Clerk does not have to attend all meetings to take notes and in some circumstances councillors can do this on her behalf. He confirmed he was happy that the minutes were an accurate record. The Clerk explained to Mr Hopkins that the recommendation agreed at the PRG meeting would be discussed at the April Council meeting in line with the council's Standing Orders.</p> <p>Mr Hopkins then asked whether Gnosall Parish Council would be applying for reaccreditation for its Quality Status and whether it is satisfied that the "openness" criteria would be met. Cllr Greatrex said the council is currently 2 years away from reapplying and he believed the council was satisfied that criteria would be met.</p> <p>Mr D Webb informed the Council of the very poor road conditions on Old Barn Close. The Chairman agreed to take Mr Webb's more detailed explanation under agenda item 14/038.</p>	
14/029	<p><b>To receive apologies, record absences</b></p> <p>Apologies received from Cllr Abbott and Cllr Green. Apologies were accepted.</p>	
14/030	<p><b>To record any declarations of interest</b></p> <p>Cllr Alker declared an interest in item 14/034 (c) regarding the Council's new website.</p>	

14/031	<p><b>a) To receive and confirm the minutes of the meeting held on 10<sup>th</sup> February 2014</b></p> <p>The minutes were approved as a true and accurate record.</p>	
14/032	<p><b>To consider any matters arising from the minutes not covered elsewhere on the agenda</b></p> <p>There were no matters arising.</p>	
14/033	<p><b>To receive the following reports:</b></p> <p><b>a) The Clerk's report</b></p> <p>The report, previously circulated, included details of all committee meetings held in the past month.</p> <p>The report also included details of meeting held with representatives from the Planning Department at Stafford Borough Council where SBC had offered to work with GPC and the Neighbourhood Planning Group on development sites within Key Service Villages.</p> <p>The report gave an up to date position of the large housing development sites including the Lowfield Lane site that had been granted approval last autumn for up to 75 homes. The Clerk had contacted the developer to find out the current position – the developer had confirmed to get in touch with GPC to discuss the detail of the type of houses to be built and other matters, once a house builder is appointed which should happen within the next few weeks. At this point, the Chairman reminded council that it was necessary for GPC to meet and agree a “wish list” of facilities/projects that would benefit the parish that could benefit from funds from developers. Council accepted this and the Clerk would arrange a meeting.</p> <p>The Clerk informed Council that she had received a request from SBC to respond an Environmental Impact Assessment Scoping Report in connection with the proposed wind farm. Councillors were asked to read this report and make comments to help with the response.</p> <p>It was reported that the swimming pool had been approved by Stafford Borough Council as a Community Asset.</p> <p>Councillors were asked to provide updates on previously reported Highway issues. The Clerk suggested that time is allocated to drive around the parish to identify highway issues – maybe a councillor(s) and the Clerk. This was accepted.</p> <p>The Clerk also sought approval to make arrangements for the Chairman of Staffordshire County Council, Cllr Lawson, to visit Gnosall. Cllr Lawson was asked if he would like a tour of the village at a recent County Council Cabinet meeting and had accepted this invitation. This was approved. The Clerk would action.</p> <p>The Clerk verbally reported on a meeting held that morning with Stafford and Rural Homes regarding the shared ownership properties within the affordable housing site on Lowfield Lane. Out of 13 properties there is 1 reservation and 2 potential reservations. Halifax</p>	<p>Clerk Cllrs</p> <p>Clerk</p>

	<p>Building Society had signed up with Stafford and Rural Homes to offer mortgages with a 15% deposit. SARH had reduced the minimum share to 25% from 40%. SARH had commenced discussion with the Housing Authority about changing the shared ownership homes to rental but this would take a long time and SARH would have to demonstrate it had exhausted all possibilities of selling. This is not preferred. SARH had asked GPC to waive the agreed criteria and to offer these homes to people within Stafford Borough. Councillors who had attended the meeting had suggested one final push for 2 weeks to reach Gnosall parishioners and then if there is still no interest, this could be opened up borough wide. Council was asked to approve this. This was agreed and the Clerk would liaise with SARH to arrange.</p> <p>Cllr Willetts offered to meet with the Dog Warden to walk around the village highlighting the problem areas. The Clerk agreed to arrange.</p> <p><b>Reports from Stafford Borough/County Councillors</b> There were no reports.</p> <p><b>Reports from Parish Councillors</b> There were no reports.</p>	<p>Clerk</p> <p>Clerk</p>
14/034	<p><b>To consider committee issues:</b></p> <p><b>a) Matters relating to the Planning Committee</b> Minutes of the meeting held on 20.2.14 were accepted</p> <p><b>b) Matters relating to Open Spaces Committee</b> Essential work on the play area car park to make it safe and even was approved up to the value of £1500 in case of unforeseen works. The Chairman of Resources and the Clerk would review the budget to ensure funds are available.</p> <p>Cllrs Simkin and Deegan had made a presentation at a recent LEADER Celebration event on the work involved in the Acres phase 1 and 2 projects. This had been very well received. It was agreed this should be repeated at the Annual Assembly.</p> <p><i>Cllr Alker had previously declared an interest in the following item</i></p> <p><b>c) Matters relating to the Communications Working Group</b> The new website would be launched on 13<sup>th</sup> March. All information from the current website would be transferred to the new one on 13<sup>th</sup>/14<sup>th</sup> March. Councillors were informed there may be some disruption to emails but this should all be rectified by Monday 17<sup>th</sup> March. It was agreed a separate meeting be arranged for councillors to see how the new website works.</p> <p><b>d) Matters relating to the Procedures Review Working Group</b> Notes of the meeting held on 19.2.14 were accepted. The recommendation for a suspension of items 12 (a) and 13 of the Standing Orders was noted and would be discussed at the next council meeting.</p>	

14/035	<p><b>To consider changing Gnosall Parish Council's Solicitor</b></p> <p>Because of recent issues with the Council's legal matters, mainly delays in dealing with new contracts, it was agreed that the Clerk should obtain hourly rates/costings for parish council legal work from Staffordshire County Council and two other firms of solicitors.</p> <p>It was also agreed not to make any changes to the current solicitor until the St John Ambulance outstanding matter had been resolved.</p>	Clerk
14/036	<p><b>To receive an update on the Neighbourhood Plan including external funding</b></p> <p>Council was informed that funding would be applied for from "My Community Rights" – up to £7000 is available for successful applicants.</p> <p>Council was also informed that a meeting had been held with a consultant and the NH Plan Working Group who had offered, subject to approval, to work with the Neighbourhood Plan Team on writing the plan. His fees for this work would be £6990 for 75 hours of work. The Clerk confirmed that should the use of a consultant be accepted, quotations would be sought from others to comply with Financial Regulations.</p> <p>Work continues inputting data from the NH Plan questionnaires and once complete another meeting would be arranged to progress to the next stage.</p>	
14/037	<p><b>To receive a report on financial receipts for February 2014 and to receive accounts for approval for March 2014</b></p> <p>The accounts were reviewed then proposed, seconded and approved for payment. Clerk to action.</p>	
14/038	<p><b>To report on any road and footway matters within the parish, including:</b></p> <p><b>a) updates of any previous matters reported</b></p> <p>Cllrs were asked to inform the Clerk of any progress on previously reported Highways issues</p> <ul style="list-style-type: none"> <li>• The Clerk was asked to find out whether a previous request for "No HGV" signs at both ends of Mill Lane had been approved</li> <li>• The Clerk was asked to find out whether any action had been taken or is planned to public footpath between Willey lane and Glendower Close that is being used as a short cut for horse riders and also has a raised water inspection cover.</li> </ul> <p>The Clerk was asked to report the following:</p> <ul style="list-style-type: none"> <li>• inconsiderate parking on Lowfield Lane blocking access</li> <li>• large pot hole on Gorse Lane</li> <li>• Blocked drain on Hollies Common causing flooding</li> <li>• Large pot hole on Cowley Lane</li> <li>• Large pot hole on A518 just before the Haughton sign</li> <li>• Fly tipping (tyres) on A518 between Gnosall and Haughton and also on Wilbrighton Road</li> <li>• Dangerous parking on both sides of bridge near to The Boat pub.</li> </ul>	<p>Cllrs</p> <p>Clerk</p> <p>Clerk</p>

