

Minutes of the Council Meeting
Held in the Brearley Room on Monday 12th June 2017 beginning at 7.30pm

Present	Cllr. P Alker (in the Chair)	Cllr. G Gregory
	Cllr M Deegan	Cllr. R Greatrex
	Cllr G Payne	Cllr. S Powell
	Cllr D Webb	Cllr K Ingram
	Cllr S Green	Cllr. J Tomkinson
	Cllr T Simkin	Cllr. V Kessey
	Cllr T Innamorati	Jayne Cooper, Clerk
	Cllr K Abbott	

SBC Cllr K Williamson

SCC Cllr M Winnington (arrived approximately 8pm)

Along with 3 members of the public and a representative from Stafford Newsletter

17/070	Public Open Forum Mr Hopkins referred to the Annual Assembly held in May 2016 at which the Police Crime Commissioner, Mr Matthew Ellis gave a presentation and a number of concerns were raised by parishioners (as detailed in the minutes). Mr Hopkins asked whether the Parish Council had addressed these concerns. The Clerk responded that letters had been sent to Mr Ellis and no response received and the Chairman had also raised these matters, at the Safer Neighbourhood Panel meeting. It was agreed that the Clerk should request a response to the Parish Council's letter dated June 2016.	Clerk
17/071	To receive apologies, record absences Apologies were received from Cllr C Emsley and Cllr M Booth	
17/072	To record any Declarations of Interest Cllr Alker declared an interest in discussions about library and website	
17/073	To receive and confirm the minutes of the meeting held on 8th May 2017 The minutes of the meeting were proposed, seconded and agreed as a true and accurate record. To receive and confirm the minutes of the Annual Assembly held on 12th May 2016 The minutes of the meeting were proposed, seconded and agreed as a true and accurate record. To receive and confirm the minutes of the Annual Assembly held on 25th May 2017 – to be carried over to the next meeting	

17/074	<p>To consider any matters arising from the minutes of the Annual meeting not covered elsewhere on the agenda</p> <p>17/053 County Council Highways Fund Cllr Winnington confirmed the amount discussed was in fact £250,000 not £250 million as detailed in the minutes. He had asked Mr M Deville, (SCC Highways) for clarification of whether the fund is “new money” or reallocated funds and is awaiting a response.</p>	
17/075	<p>To receive the following reports:</p> <p>a) The Clerk’s Report including any correspondence</p> <p>The report included details of all committee and working group meetings held in the past month as well of an update on the Best Kept Village competition. Cllrs received a copy of the Annual Report for year ending 31.3.17 which is also available at various locations in the village.</p> <p>A report on the meeting with the Council’s Solicitor, Mr P Farrington from Hand Morgan & Owen, at which the renewal of Rosebuds Lease, registering Parish Council land with The Land Registry and Charitable Incorporated Organisations (CIO’s) were discussed. A written report of the meeting is awaited and would be shared with councillors when received. The Clerk would pursue registering land, as instructed by Council at a recent meeting and the Rosebuds Lease would be discussed at the Grosvenor Committee meeting on 21st June. Following receipt of Mr Farrington’s report, Council would discuss the feasibility of the Parish Council entering into a CIO.</p> <p>Appended to the Clerk’s paper were reports from Cllr Booth on:</p> <ul style="list-style-type: none"> • SCC/Parish Council Highways Task and Finish workshop held on 17th May detailing the issues discussed at that meeting • GLEAN: It was noted that the committee had found it difficult to open a bank account as an unincorporated body would be setting up a Charitable Incorporated Organisation (CIO) in the near future for GLEAN community library project and invited any other group to join GLEAN initially in the setting up of the CIO. An application to the Charity Commission is being prepared. • The Rights of Way Meeting held on 1st June. <p>(b) Any reports from Parish Councillors on meetings/courses attended</p> <p>Cllr Gregory referred to a recent SPCA bulletin that contained information about The Dementia Action Alliance (DAA), a social movement with one simple aim to bring about a society-wide response to dementia. It encourages and supports local communities and organisations to take practical action to enable people to live well with dementia. Organisations, businesses and groups sign up as a member of the DAA by thinking of simple steps that would make them more</p>	Clerk

	<p>dementia friendly, and these steps form their action plan.</p> <p>Cllrs were asked to read the correspondence received with a view to the Parish Council becoming a Dementia Friendly Organisation and this would be discussed further at the next parish council meeting.</p> <p>Cllr Payne reported on the latest SPCA meeting he had attended at which the work of the Highways Task and Finish Group was discussed as well as the Dementia Friendly Organisations and the Sustainability Transport Plan.</p> <p>Any reports from Borough and County Councillors</p> <p>Cllr Smith said the review of Stafford Borough Council's Local Plan is likely to start in the next few months and would be a 4 year process. There would be supplementary planning documents to comment on including Shop Fronts & Advertising, Design and The Use of Rural Buildings.</p> <p>It was noted that Gnosall Neighbourhood Plans has to correlate with The Local Plan and a review of the Neighbourhood Plan would mean another Referendum.</p> <p>SCC Councillor Winnington informed council that Purdah had now ended. The Highways Team are working to clear a backlog of pot holes across the county, the Stafford Weston access road work project is on target and when complete should take pressure off the A518. He said the Strategic Transformation Plan regarding the Health Service is concerning and he would share more information on this with the parish council.</p>	
17/076	<p>To consider Committees/Working Group issues:</p> <p>a) Committee Membership All cllrs received a copy of the committee membership and the list of representatives on outside bodies. Cllr Greatrex proposed that there should be two parish council representatives on the GLEAN Working Group (library). It was noted that this had been discussed previously and explanations given to why there is only one representative as detailed in GLEAN's Constitution. The proposal was seconded and a vote taken with 3 cllrs voting in favour of the proposal and 11 voting against it. The vote was not carried.</p> <p>b) Matters relating to the Planning Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 18.5.17 and 8.6.17 were received • Ten applications were considered at the two meetings and updates on all applications considered at previous committee meetings were noted as well as information on appeals. <p>c) Matters relating to the Open Spaces Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 5.6.17 were received • The Boardwalk reconstruction had commenced as had plans for its 	

	<p>official opening on 29th June, to coincide with the official opening of The Chippy Jumps</p> <ul style="list-style-type: none"> • The Clerk would be advertising the grass cutting contract for the period 2018-2022 • A response from Staffordshire County Council on the application submitted for £50,000 for a tennis court and outdoor gym is awaited. This had been delayed because of County Council and General Elections. • Work on making improvements to The Chicken & Hen Lane (track adjacent to the Burial Ground) had commenced and report with possible solutions would be shared at the next Open Spaces meeting. <p>d) Matters relating to Communications Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 17.5.17 were received • The summer edition of GMK would be completed in June with distribution planned for early July. <p>e) Matters relating to the Grosvenor Centre Working Group</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 22.5.17 were received • Responses from Stafford Borough Council and Staffordshire County Council regarding the parish council's plans are still awaited. • The proposed entrance from Brookhouse Road had been sent to SBC planners and comments are awaited. • Meetings with surveyors would be arranged. • The next working group meeting would be held on 12th July <p>f) Matters relating to the GFest17</p> <ul style="list-style-type: none"> • Plans are progressing well • Cllr Ingram, as Chairman of GFest17, would be speaking on Radio Stoke each afternoon from 25th June to 30th June promoting GFest. • The detailed programme would be ready for distribution at the beginning of July • A £200 donation had been received from GPN. • Despite the low turnout, the GFest committee were thanked for organising the recent film night. <p>Matters relating to the Library Working Group (GLEAN)</p> <ul style="list-style-type: none"> • A written report on progress to date had been received within the Clerk's report • It was noted that planning permission for the portacabin is expected imminently • Cllr Greatrex said work carried out by the Handyman on library work should be invoiced separately to work carried out for the parish council. 	
17/077	<p>To receive a report on financial receipts for May 2017 and receive accounts for approval for June 2017</p> <p>The accounts were reviewed then proposed, seconded and accepted.</p>	

17/078	<p>To report on any road and footway matters within the parish</p> <p>The Clerk was asked to report:</p> <ul style="list-style-type: none"> • Continual flooding on the bend near to Brough Hall Farm. • Road deterioration on Lower Bromstead Road and Church Lane • Pot holes at the end of Cowley Lane at the junction with Wharf Road • Dropped grid on Newport Road opposite The Old Shop • Overgrown hedges on the junction of Newport Road and Back Lane and on Newport Road to the rear of the garden of a property on Back Lane • Inconsiderate parking on Elliott's Hairdressing car park obstructing vision of cars exiting Glendower Close • Inconsiderate parking on the Bridge by The Boat pub causing a hazard to oncoming traffic. <p>It was noted that action had been taken on clearing gullies on Knightley Road and ditches had also been cleared.</p>	Clerk
17/079	<p>To confirm arrangements for Carnival stand on 17th June</p> <p>The following councillors offered to help:</p> <p>Cllr Webb Cllr Booth, Cllr Ingram, Cllr Payne, Cllr Alker. Mr R Alker would also help. Cllr Powell would provide a gazebo.</p>	
17/080	<p>To request items for the next agenda</p> <p>Cllrs to inform the Clerk of items at least 10 days before the date of the next meeting.</p> <p>Items already agreed: Dementia Friendly Organisation</p>	Cllrs
17/081	<p>To confirm the date and time of the next meeting</p> <p>The next meeting would be held on Monday 10th July 2017 at 7.30pm.</p> <p><i>Members of the press and public were excluded whilst confidential information was discussed</i></p>	
17/082	<p>To discuss matters relating to the Personnel Committee</p> <p>The minutes of the meeting held on 15.5.17 were received the contents of which were noted. The main items of discussion were clarification that the Handyman had the necessary insurance; it was confirmed that he does. Risk Assessments would be carried out by the Handyman prior to jobs being carried out and details of PAT courses would be sourced.</p>	

The meeting closed at 9.20pm

Approved payments by BACS

	Paid To	Services	Invoice No.	Net £	VAT £	Total £
1	Staff	Salary	-	445.18	0	369.38
2	Staff	Salary	-	289.08	0	234.98
3	Staff	Salary	-	1837.81	0	1837.81
4	Staff	Salary	-	533.65	0	533.65
5	Handyman	Handyman duties		506.00	0	506.00
6	HMRC	NI & PAYE		550.73	0	550.73
7	GAGA	GAGA membership (collected with allotment rent)		185.50	0	185.50
8	JWH	Grass cutting May	1723	2299.00	0	2299.00
9	Mr Print It	Annual Reports	2678	90.00	18.00	108.00
10	Cllr Booth	Travel expenses		10.65	0	10.65
11	SBC	Bus Shelter repair	7070184826	148.00	29.60	177.60
12	ROSPA	Chippy Jumps park inspection	28554	395.00	79.00	474.00
13	ESPO	Stationery	4439299	84.63	16.94	101.57
14	Zurich	Addition to policy for boardwalk materials		107.28	0	107.28
GFest						
15	Arts Alive	Film showing x 2	40891	380.00	76.00	456.00
16	Cllr Booth	Reimbursement of GFest materials		31.50	0	31.50
Youth Club						
17	ESPO	Cleaning and first aid products	4439300	35.54	7.10	42.64

Payments by Cheque, Direct Debit or Standing Order

	Paid To	Services	Invoice number	Net £	VAT £	Total £
18	Newport Engravers	BKV medals	15659	64.00		64.00
19	SCC	Pension		714.94	0	714.94