

Minutes of the Meeting of Council
Held in the Grosvenor Centre on Monday 14th October 2019 beginning at 7.30pm

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| <p>Present Cllr G Gregory (in the Chair) Cllr M Booth Cllr P Alker Cllr G Payne Cllr K Ingram Cllr J Lammin Cllr D Webb Cllr V Kessey</p> | <p>Cllr T Simkin Cllr R Greatrex Cllr J Archer Cllr J Tomkinson Cllr S Bishop Cllr C Emsley Cllr A Mills Cllr S Powell</p> |
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Along with SBC Cllr P Farrington and M Smith and SCC Cllr M Winnington and PCSO Wright (for first 10 minutes) Jayne Cooper, Clerk

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| 19/122 | <p>Public Open Forum</p> <p>PCSO Wright gave details of the amount of calls to Staffordshire Police relating to Gnosall parish, none of which he reported as being significant. PCSO Wright was asked to investigate inconsiderate parking at the top end of Audmore Road and reports of eggs being thrown at vehicles.</p> <p>Cllr Gregory commented favourably on a recent experience using Staffordshire Police Facebook site to report a matter, the response received was very swift.</p> | |
| 19/123 | <p>To receive apologies and record absences</p> <p>There were no apologies</p> | |
| 19/124 | <p>To record any Declarations of Interest</p> <p>Cllr Archer declared in GG's Youth Club matters Cllr Booth declared an interest in GLEAN matters Cllr Alker declared an interest in GLEAN matters Cllr Simkin declared an interest in Personnel matters</p> | |
| 19/125 | <p>To receive and confirm the minutes of the meeting of the Council held on 18th September 2019</p> <p>The minutes of the meeting were proposed, seconded and agreed as a true and accurate record.</p> | |
| 19/126 | <p>To consider any matters arising from the minutes</p> <p>19/114 A response had been received from Jim Long(SCC Highways), in relation to the Parish Council's concerns raised about inconsistency in calculating visibility splays. It was felt the response did not cover all the points raised and therefore a second letter would be sent.</p> | Clerk |

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| | <p>19/116 - it was suggested that the BKV team may consider offering to help elderly residents with hedge cutting. The Clerk to discuss with Mr Clarke, BKV Team Leader</p> | Clerk |
| 19/127 | <p>To receive the following reports:</p> <p>a) The Clerk's report</p> <p>The Clerk's report gave details about all committee and working group meetings held in the past month.</p> <p>Young Drivers Event was held on 7th October and proved to be very successful. About 20 young drivers (mainly from Gnosall) attended. The content of the course had been arranged by Staffordshire Road Safety Partnership and local driving instructors. Feedback was gathered from all participants and would be evaluated with a view to repeating the event annually.</p> <p>BKV – the trophy pole has been erected on the grassy triangle by The Royal Oak and a celebratory event with key BKV organisers and sponsors had been planned for 23rd October. The Clerk and Chair would be attending.</p> <p>Bus Service - It was noted there had been changes to the local night time bus service with buses running every other hour instead of hourly.</p> <p>Post Office - Gnosall post office would close on 31st October. It was pleasing to note a local person had applied to take over the running of the post office in a different location.</p> <p>Burial Ground Consecration -Meetings had been held with representatives from St Lawrence Church regarding the consecration of the burial ground. The Church's legal team had identified issues relating to the planning permission and that work had not been carried out within the 3 years since planning permission was granted which prevents consecration. Further meetings are planned to look into this further.</p> <p>The Clerk's report was accepted.</p> <p>(b) Any reports from Parish Councillors on meetings/courses attended</p> <p>Public Rights of Way meeting The notes of the last meeting held on 4th September were accepted. 68 footpath surveys had been carried out so far. More members had joined the group. A grant received from GPN had been spent on labels (part of survey works).</p> <p>A copy of an application had been sent to GPC for the opening of a Public Right of Way in Knightley to Whitley Heath asking for Council's comments. The PROW group had sent a suggested</p> | <p>Clerk Cllr Gregory</p> <p>Burial Ground Committee</p> |

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| | <p>response, the group had no objection to the opening of this footpath. However, Cllr Greatrex, representing Knightley Ward, explained that only one landowner had been contacted whereas the proposed footpath crosses land belonging to several owners. Cllr Winnington thought the County Council were using archaic records that did not have the details of current landowners and he had asked that up to date records are used to inform relevant owners and until that had been carried out, the decision on opening the new footpath should be deferred.</p> <p>Reports from Borough and County Councillors</p> <p>Borough Councillors reported on planning matters and informed GPC they had been consulted on the closure of the post office.</p> <p>County Councillor thanked the Parish Council and Ms Stanley (the mother of Sam Myatt who lost his life in a road traffic accident) for helping to organise the Young Drivers course which he felt had been very successful. He also said the very wet autumn had caused a problem for farmers and there had been cases of excessive mud on roads. He said he had received reports of tractors exceeding the speed limit. This led to a discussion as to whether Mill Lane should have signage preventing tractors from using it. Cllr Greatrex offered to raise this at a meeting with Highways representative later in the week.</p> | Cllr Greatrex |
| 19/128 | <p>To consider any Highway Matters</p> <p>Knightley Road flooding – meeting arranged with Highways representative to identify blocked drains. Cllr Greatrex would be meeting along with the Clerk.</p> <p>There was brief discussion about barbed wire being used as a barrier around a ditch dug by contractors on Knightley Road and whether this was permitted. This too would be raised with the Highways representative</p> | Cllr Greatrex Clerk |
| 19/129 | <p>To discuss the Millennium Way, concerns raised and lack of maintenance</p> <p>The council had received several emails from residents raising concerns about the lack of maintenance on the Millennium Way, in places the pathway had become so overgrown it was a single track. Cllr Winnington responded, he said he had raised this with the appropriate team at the County Council (he read out from an email he had received from SCC personnel). He would pursue the matter to ensure action is taken to carry out some essential maintenance. It was agreed to let the County Council agree action but if no action had been taken in 6 weeks, the Parish Council would discuss again. This would be an agenda item next month to report on whether or not maintenance had been carried out. Cllr Lammin would be monitoring.</p> | Cllr Lammin |
| 19/130 | <p>To consider Committees/Working Group issues</p> <p>a) Matters relating to the Planning Committee</p> | |

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| | <ul style="list-style-type: none"> • Minutes of the meeting held on 19.9.19 were accepted. • Application 19/31008/COU for dog grooming and stables business had been carefully considered as objections had been raised with the council by other residents. The applicant had accepted that the Borough Council would attach a number of conditions to the application if it was approved which GPC's Planning Committee members had no issue with. The application had been called in by Borough Councillors because of highway related matters. <p>b) Matters relating to the Grosvenor Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 26.9.19 were accepted • The Committee had amalgamated with Grosvenor Centre Enhancement Working Group as the project had been significantly scaled down. • Until reports are received from the architects and surveyors no further progress could be made. Reports due in November. <p>c) Matters relating to the Resources Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 30.9.19 were accepted. • The accounts up to the end of September had been reviewed. Cllrs accepted the accounts and bank balances were in a healthy position. • A recommendation to award donations of £50 to both Moreton Community Centre and Gnosall Phoenix Group, to help fund replacement batteries and pads for defibrillators, was approved • Budget work for 2020/21 would commence in the coming months. <p>d) Matters relating to the Communications Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held on 3.10.19 were accepted • The Council's website is widely used and a thorough review would be carried out to ensure all information is relevant and up to date. • The Council's facebook page is becoming more popular and the quickest way of sharing important information to a wide audience • Costs of printing the GMK magazine are being reviewed. • Articles are being considered for inclusion in the Society of Council Clerk's magazine. Cllrs to think of suitable articles and report back to the Clerk <p>e) Matters relating to the Christmas Lights Working Party</p> <ul style="list-style-type: none"> • Notes of the meeting held on 16.9.19 were accepted • A list of jobs (action sheet) had been circulated to all cllrs. • There was discussion as to whether or not a stage should be purchased. It was proposed, seconded and agreed not to use a stage this year and investigate the costs and storage for next year. <p>f) Matters relating to GFest 2019</p> <ul style="list-style-type: none"> • Minutes of the debrief meeting held on 30.9.19 were accepted • It was acknowledged that GFest and CFest 2019 had been very successful and several options for GFest 2021 had been discussed. • A review of CFest had been included in the discussions it is likely that another canal festival would be held in 2020, again in 2021 and possibly every second year thereafter. | |
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| | <ul style="list-style-type: none"> Funding was discussed and it was agreed to earmark an amount of £3400 for community groups to apply for a percentage of. Details will placed in GPN, GMK, Notice boards and the website. Clerk to action. | Clerk |
| 19/131 | <p>To consider funding the maintenance of parish wide defibrillators</p> <p>Following a request for donations to help maintain two parish defibrillators (see agenda item 19/130 c), it was agreed that it is important to ensure all parish defibrillators are maintained and funds should be considered in the council's budget, starting in 2020/21, to help with the ongoing costs. It was accepted that this expenditure is likely to be S137 expenditure and therefore a special resolution would be needed.</p> <p>Cllr Payne had obtained some useful information from AED Donate and shared details. Cllr Mills offered to carry out a review of all parish defibrillators to identify the model types.</p> | Resources Committee Cllr Mills |
| 19/132 | <p>To consider a request from GLEAN for CCTV camera to cover the library entrance</p> <p>It was agreed to purchase an additional camera up to the value of £100 to cover the library entrance. Cllr Booth abstained from voting. Clerk to action.</p> | Clerk |
| 19/133 | <p>To consider the 75th VE Day anniversary and bank holiday on 8th May 2020</p> <p>It was agreed to arrange a modest event in 2020 to commemorate the 75th VE anniversary. A sub group of cllrs to meet in the new year to plan.</p> | |
| 19/134 | <p>To receive a report on financial receipts for September 2019 and to receive accounts for approval for October 2019</p> <p>The accounts for the month of October were reviewed then proposed, seconded and accepted. Clerk to action.</p> | Clerk |
| 19/135 | <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. Items already requested were:</p> <ul style="list-style-type: none"> Millennium Way maintenance | Cllrs |
| 19/136 | <p>To confirm the date and time of the next meeting</p> <p>The next meeting would be held on Monday 11th November 2019 at 7.30pm.</p> | |
| 19/137 | <p><i>To exclude press and public whilst confidential information is discussed</i></p> | |

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| <p>Matters relating to the Personnel Committee</p> <ul style="list-style-type: none">• To receive minutes of the meeting held on 30.9.19 <p>The minutes of the meeting held on 30th September were accepted.</p> <p>It was noted that the Council Support Officer had resigned as she had been successful in gaining full time employment at a local school. Personnel Committee had met, reviewed and updated the job description and person specification which Council was asked to consider. It was approved that the amended job description was a true reflection of the role and the Clerk was asked to place an advert locally. The Chair's fund would be used to purchase a leaving gift for the Council Support Officer.</p> | |
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The meeting closed at 9.25pm

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Gnosall Parish Council PAYMENTS LIST

| Voucher Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|------------|--------|--------------|-----------|-----------------------------|--------------------|----------|-----------------|---------------|-----------------|
| 244 | 14/10/2019 | | Co-operative | BACS | Grass cutting | JWH Ground | E | 2,296.00 | 0.00 | 2,296.00 |
| 245 | 14/10/2019 | | Co-operative | BACS | Allotment maintenance | JWH Ground | E | 80.00 | 0.00 | 80.00 |
| 246 | 14/10/2019 | | Co-operative | BACS | Architect services | Etc design | S | 1,200.00 | 240.00 | 1,440.00 |
| 247 | 14/10/2019 | | Co-operative | BACS | PPL /PRS licence | PPL/PRS | S | 152.78 | 30.56 | 183.34 |
| 248 | 14/10/2019 | | Co-operative | BACS | Handyman duties | P Prince | E | 253.50 | 0.00 | 253.50 |
| 249 | 14/10/2019 | | Co-operative | BACS | Handyman duties | P Prince | E | 39.00 | 0.00 | 39.00 |
| 250 | 14/10/2019 | | Co-operative | BACS | Handyman duties | P Prince | E | 253.50 | 0.00 | 253.50 |
| 251 | 14/10/2019 | | Co-operative | BACS | Replacement cutlery | ESPO | S | 29.32 | 5.86 | 35.18 |
| 252 | 14/10/2019 | | Co-operative | BACS | Materials for handyman | Travis Perkins | S | 10.29 | 2.06 | 12.35 |
| 253 | 14/10/2019 | | Co-operative | BACS | Replacment parts for play | Play & Leisure | S | 74.40 | 14.88 | 89.28 |
| 254 | 14/10/2019 | | Co-operative | BACS14 | Materials for handyman | Travis Perkins | S | 14.08 | 2.81 | 16.89 |
| 255 | 14/10/2019 | | Co-operative | BACS | Repairs to safety surfacing | Bounce Back Safety | S | 37.00 | 7.40 | 44.40 |
| 256 | 14/10/2019 | | Co-operative | BACS | RoSPA inspection | Rospa | S | 277.50 | 55.50 | 333.00 |
| 257 | 14/10/2019 | | Co-operative | BACS | Clr expenses | G Payne | E | 46.60 | 0.00 | 46.60 |
| 258 | 14/10/2019 | | Co-operative | BACS | Photocopying | Ricoh | S | 212.71 | 42.54 | 255.25 |
| 259 | 14/10/2019 | | Co-operative | BACS | Staff expenses | J Cooper | E | 53.10 | 0.00 | 53.10 |
| 260 | 14/10/2019 | | Co-operative | BACS | Salary | GPC | E | 343.40 | 0.00 | 343.40 |
| 261 | 14/10/2019 | | Co-operative | BACS | Salary | GPC | E | 2,073.94 | 0.00 | 2,073.94 |
| 262 | 14/10/2019 | | Co-operative | BACS | Salary | GPC | E | 431.35 | 0.00 | 431.35 |
| Total | | | | | | | | 7,878.47 | 401.61 | 8,280.08 |