

# Elford Parish Council

## Draft Minutes of Parish Council Meeting 7pm Monday 11<sup>th</sup> November 2013 at Elford Village Hall.

**Present:** Councillors Wain (Chair), Batchelor, Gilbert, and Standerwick

**In Attendance:** Mrs Jones (Clerk), Staffordshire County Councillor Alan White, 7 members of the public.

**Notice and quorum:** Due notice of the meeting had been given and a quorum of Councillors was present. Accordingly, the Chairman declared the meeting open.

**1. Open forum (Public Participation)**

Dave Hill and Brian Green had attended to present the annual review of the flood plan. The information would be made available on the website in the downloads section. The culvert works were almost completed.

Two residents requested that the Parish Council assist in improving the road signs in Church Road which were not clear enough for delivery services; this would be reported to the District Council.

Mr Pountney and Mr Cowley described changes to the personnel of the playground group and asked if the Parish Council could assist in recruiting younger parents to volunteer for fund raising or maintenance tasks. This would be promoted in the next newsletter.

**2. To receive Apologies.**

Cllrs Matthews and Taylor had apologised.

**Resolved:** Approved

**3. To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation**

None received.

**4. To approve the Minutes of the meeting of 14/10/13**

**Resolved:** Approved

**To receive information on matters arising from the meeting of 14/10/13:**

**4.1 Playground.** This had been covered in Open Forum. The weekly inspections would continue, and it was expected that the swing would be replaced by the manufacturers later in the month.

**4.2 Leases.** The Cricket Club had returned their signed Lease and the Football Club would be contacted to arrange a meeting to discuss any outstanding issues.

**5. Clerk's report**

**Bus timetable** – a revised timetable had been received from the County Council and comments had been sent to them. This was a worse service for residents, but it despite users' concerns the changes had been implemented.

**Best Kept Village** – the Community Council had explained that the large sign had been won by the overall winner in the district, King's Bromley.

**Twining** – the school had met a representative from France and the children were writing letters to children there. It was hoped to further this initiative to share in the events marking the anniversary of the start of World War1.

**Woodland Trust saplings and Jubilee tree** – Derek would be asked to plant these.

**Ice busters** – Mr Burgess would again organise this vital scheme to keep village paths clear of ice and snow; more volunteers would be very welcome.

**Assets register** – This needed updating and would be reviewed at the next meeting. Cllr Standerwick offered to check the items listed.

**HS2 Bill** – A computer and electronic documents would be supplied for residents' use in the Village Hall; further details would be available at the next meeting.

**6. Clerk's report on planning issues.**

(a) Appeal – Land at The Shrubbery, Elford, erection of a 4 bedroom dwelling and associated works.

**Resolved:** No objection

(b) Appeal at Hademore Bridge, Fisherwick

**Resolved:** Confirm the Parish Council's objection

(c) Appeal at Hogs Hill, Haunton.

**Resolved:** Confirm the Parish Council's objection

(d) Application - 13/01132/FUL Turbine at Wigginton Field Farm, Wigginton.

This was a renewed application; although it was a smaller turbine than previously the Parish Council objected to wind farm development in the area.

**Resolved:** Objection

**7. To consider the Flood Plan**

The Parish Council approved the annual report which updated the plan and agreed to the use of Elford as a case study by the Environment Agency. The payment of a small sum for printing costs was agreed. The Flood Wardens were thanked for their continued work.

**Resolved:** Approved

**8. To consider speeding in Elford**

No information had been received from Highways again. Cllr White explained the traffic management options available and the extent to which each worked. He suggested that the Parish Council should consider what was the risk caused by speeding, what benefits could be achieved by slowing vehicles, and how to ensure that vehicles complied. Councillors felt that his advice had been very useful. The risk to children near the playground was a key problem, and a publicity campaign could be helpful. This would be considered on the next agenda.

- 9. To consider improvements to footpaths and rights of way**  
 Derek would be asked to fill muddy areas and Cllr Gilbert would liaise with him.  
 More information on the rights of way would be brought to the next meeting.
- 10. To finalise the footpaths leaflet**  
 This would be considered at a future meeting.
- 11. To consider village maintenance**  
 Derek would be asked to plant the saplings and Jubilee tree, to deal with muddy sections of the paths, and if time allowed to sweep debris from the playground.  
Action: Clerk
- Resolved:** Approved.
- 12. To consider arranging a meeting of the Sportsfield Committee**  
 The Clerk would contact the Football Club to arrange a meeting. Options for using part of the Sportsfield for older children's recreation would be discussed.  
Action: Clerk
- 13. To consider the parish logo**  
 Cllr Standerwick had completed this and would forward to all. He had also arranged new email addresses for Councillors and the Clerk.
- 14. To consider holding Parish Councillor surgeries**  
 Various ideas were discussed and it was agreed that every quarter an informal tea and biscuits session would be held prior to the Council meeting.  
Action: Clerk
- Resolved:** Approved.
- 15. To consider the Clerk's personnel review**  
 The Clerk and Chairman had met and reviewed the Clerk's contract which would from now on be done annually. The amended contract would be circulated to Councillors for approval at the next meeting.  
Action: Clerk
- 16. To consider any matters for the website**  
 Cllr Batchelor's Village Voice section had been a useful improvement to the website. It was hoped to change the photographs soon. Cllr Standerwick's photograph, contact details and Register of Interests would be added.  
Action: Clerk
- Resolved:** Approved.
- 17. To consider correspondence regarding filming and social media reporting of meetings**  
 An enquiry had been received asking whether the Parish Council would allow filming, photographing, tweeting and blogging of meetings. Councillors felt that meetings were open and the public were welcome, but taking photographs and filming would disturb meetings. The Clerk would respond.  
Action: Clerk
- Resolved:** Approved

**18. To receive suggestions for spending in next financial year.**

Sums would be earmarked for the flood plan, a speeding campaign, and sports equipment for teenagers. Further suggestions could be brought to the next meeting and a date for the Finance Committee arranged then.

**19. To receive questions from Councillors.**

Cllr Batchelor had received queries from a resident about energy schemes.  
Cllr Wain reported on a property in Church Road where the lawn had been damaged by trucks; Cllr Gilbert offered to deal with this.  
He said that a Parish Council reader was required for the Carol Service.  
Cllr Standerwick stated that he would attend a forthcoming broadband meeting and report back.

**20. To receive the financial report.**

Bank statements and the bank reconciliation showed a healthy balance.  
The Clerk had received a consultation from Lichfield District Council on the allocation of Council Tax support grant, and would respond; the Council would request the precept as normal.

**Resolved** – Approved

**21. To consider authorising schedule of accounts for payment.**

Payments were listed to: M. Jones, salary and expenses; Elford Village Hall, room rental & post office; R.W. Harcombe, grounds maintenance; D. Beaumont, handyman work ;J. Batchelor, reimburse printing costs; Eon, lighting; Enoch Evans LLP, legal fees; Florascape, plants; Grant Thornton, Audit fee; Post Office Ltd, HMRC, PAYE.

**Resolved:** Approved

**22. To receive correspondence.**

SPCA updates, Annual Report and Gazette  
Playground Inspection Report  
Gareth Griffiths, rights to report on Council meetings  
Lichfield District Council, electoral registration form poster  
Clerks and Councils Direct magazine  
Superfast Broadband Champions event  
War Memorials trust information

**23. Date of next meeting.**

December 9th, 7.00 p.m, Elford Village Hall

The meeting closed at 9.00