



**Draft Minutes of the Meeting of the Parish Council
Monday 13th June 2016
7 pm at Elford Village Hall.**

Present: Councillors Wain (Chair), Collins, Jones, Smith, Standerwick, and Turley

In Attendance: Mrs Jones (Clerk)

Notice and quorum: Due notice of the meeting had been given and a quorum of Councillors was present. The Chair declared the meeting open.

Open Forum

No members of the public had attended.

1. To receive apologies for absence

Cllr Gilbert had apologised.

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

None

3. To approve the Minutes of the meeting of 9/5/16

The minutes were approved and signed by the Chair.

Resolved: Approved

4. To receive the Clerk's report

Picnic area - A complaint had been received from a member of the public about caravans using the area over the bank holiday weekend, Birmingham City Council would be requested to put up a notice saying no overnight camping. The subsidence hole was re-appearing and they would also be informed of this.

Dog bin – a further dog waste bin had now been installed at the entrance to the playing field from the Square and a No Fouling sign had been placed in the alleyway.

Flower tubs – these had been planted up by Derek. They would need more compost in the autumn, and a rolling programme of 3 new tubs per year would begin, with those in the worst condition being replaced, possibly made of good quality recycled materials.

Best Kept Village – a further round of judging had recently taken place, children's posters had been in place and the playground refurbished in time for this.

The Neighbourhood Highways Team would be asked to clean all road signs, to treat the weeds on the bridges, and to trim verges.

5. To receive the Clerk's report on planning issues

No applications had been received.

6. To consider the Neighbourhood Plan

A good response to the questionnaires had been received, and these had been forwarded to the consultants for analysis. The next meeting of the Steering Group would be on 22nd June at 7pm at the Village Hall.

7. To consider playground maintenance

A letter had been received from a member of the previous volunteer group; Cllrs Wain and Standerwick had discussed his concerns at the recent working party and he was reassured that these were being addressed. All agreed that the recent working party had done an excellent job and the play equipment looked a lot better, thanks to the hard work of the 25 volunteers. Cllr Standerwick confirmed that the perimeter fence should be installed later in the month, with the playground closed while the work was done. Once the fence and gates had been erected the interior fences would also be removed, the barbecue removed and any surfacing risking trip hazards replaced. It was agreed to spend the donated funds on this work and then a fundraising event could replenish the funds later. There was to be an event in the Walled Garden in September to raise money for good causes in the village and this could be an opportunity to buy new play equipment such as cradle swings and/or a concrete table football.

Resolved: Approved

8. To consider the website

The website manager had suggested adding an email subscribe option to the website, to generate scheduled and automatic notifications to the community. This was approved providing there was an unsubscribe option. The Scarecrow Festival organisers had requested a page on the website and this was approved. It would also be helpful to have a links section to other local websites. Information required under the Transparency Code would be made available by the due date of 1st July.

Resolved: Approved

9. To consider use of phone kiosk

The phone kiosk had now been taken out of use and was the responsibility of the Parish Council. Some suggestions had been received for its use and it was agreed that a local info point would be ideal. It would first need to be painted and to make it more visible by cutting back hedges.

Resolved: Approved

10. To review the Financial Risk Assessment

This had been updated.

Resolved: Approved

11. To receive questions and reports from Councillors

None

12. To receive correspondence

SPCA bulletins
Letter of thanks from Awoingt visit organisers
Rights of Way Guide, Staffordshire County Council
Notice of Completion for BT kiosk
Canals & Rivers Trust, Working with Communities information

13. To receive a financial report.

Bank reconciliation – this was noted.
Online banking – it was agreed to send the payment list to authorisers so that details could be verified before payments were approved.
Pay Award – The Council improved the adoption of the new pay rates as set out in the 2016-18 National Salary Award, and the Clerk’s contract would be amended accordingly.
Pension – a letter was signed to ensure compliance with Workplace Pension Regulations, the Declaration would now be completed.

Resolved: Approved

14. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, total salary and expenses £255.88;
D. Beaumont, handyman work £90.00;
Elford Village Hall, room hire £118.00, Awoingt visit donation £150.00;
PP Tamworth, printing £350.00;
B.Wright, hosting fee £60.00;
RW Harcombe, maintenance £125.00;
Birmingham City Council, Sportsfield rental £5.00

Receipts: Staffordshire County Council Lengthmen’s Agreement £699

Resolved: Approved

15. Date of next meeting: Monday 11th July, 7 pm

The meeting closed at 20.15 p.m.