

Elford Parish Council

Draft Minutes of Parish Council Meeting 7pm Monday 7th May 2014 at Elford Village Hall.

Present: Councillors Wain (Chair), Gilbert, Newport, Standerwick.

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.

1. **Open forum** (Public Participation)
No residents attended
2. **To appoint a Chairman and receive the Declaration of Acceptance of Office**
Cllr Wain was proposed by Cllr Gilbert, seconded Cllr Standerwick.
RESOLVED that Cllr Wain would serve as Chair for the following year.
The Declaration of Acceptance of Office was signed.
3. **To appoint a Vice Chair**
Cllr Batchelor was proposed by Cllr Wain, seconded by Cllr Gilbert.
RESOLVED that Cllr Batchelor would serve as Vice - Chair.
4. **To appoint members of Committees and representatives to other organisations**
The following were agreed:
Finance Committee members; Cllrs Wain, Taylor
Personnel and Complaints Committee members; Cllrs Batchelor, Newport
Sportsfield Committee members; Cllrs Gilbert, Standerwick, Taylor
Playground Land Management Committee members; Cllrs Gilbert, Newport, Standerwick
Planning Member, Cllr Wain; Parish Forum Member, Cllr Taylor;
Hall Gardens Member, Cllr Batchelor; Village Hall Member, Cllr Newport;
School Liaison Member, Cllr Standerwick.
5. **To receive apologies**
Cllrs Taylor and Batchelor had apologised. The apologies were accepted.
6. **To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation**
None received. Cllrs Wain and Standerwick declined to comment on the planning applications received for Avenue House.
7. **To approve the Minutes of the meeting of 14/4/14**

Resolved: Approved

To receive information on matters arising from the meeting of 14/4/14:

- 1.1 **Leaflets** These had been delivered to all properties, extra copies had been printed for the Annual Parish Assembly. Only 10 entries for the smartphone draw for those who provided email addresses had been received in the Parish Council post box to date.
- 1.2 **World War 1 Centenary** A meeting to arrange a commemorative event at the Church would be held on May 20th. Cllrs Wain and Taylor would attend with Church and School representatives.
- 1.3 **Best Kept Village** Banners had been displayed to advertise the competition and children's posters had been put up near the school. The District Council would be asked when the roads would be swept. Cllr Gilbert would liaise with Derek to tidy the road side opposite the picnic area in The Shrubbery. A local person had been voluntarily tidying the trees near the picnic area and would be thanked. The Social Club would be asked about tidying the area to the front.

8. To receive the Clerk's report

Highways – Fisherwick Road Bridge had been assessed and would be on the maintenance programme this financial year. The Neighbourhood Highways team would attend to the path on Burton Road during their visit in July.

Annual Parish Meeting – This was to be held on May 22nd at 7.30 and representatives of local organisations had been invited. Various reports on what had been happening over the past year would be given.

Playground – Vandalism had been reported and the playground had been closed for safety reasons until repairs had been done.

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

- (a) **14/00459/FUL The Rectory, Church Road; siting of underground LPG tank**

Resolved: No objection

- (b) **14/00400/FUL, 14/00401/LBC, 14/00402/FUL, 14/00403/LBC, Avenue House, Church Road; demolition of outbuildings and building of extensions**

As plans had only just been received further consideration would be given.

- (c) **14/00394/OUTM, Residential development up to 180 houses, outline, means of access, Lyalvale Ltd Fisherwick Road Fisherwick**

Although the Parish Council had not been consulted on this, due to the effect of such a development on local roads and the consequent increase on traffic around Elford it was agreed to send in comments stating that the Parish Council did not feel it was sustainable.

10. To consider improvements at the Sportsfield

Resolved: To order a set of goal posts as soon as possible, to go ahead with the car park improvements over the summer, and to request ideas for what could be provided for 8-15 year olds from those attending the Parish Assembly.

11. To consider dates for visit from Awoingt

Resolved: Cllr Wain would discuss the dates with those attending the WW1 commemoration meeting, as ideally French visitors would be able to attend this.

12. To consider expenditure on a defibrillator

This had been applied for, costs of the defibrillator, installation and training for volunteers were outlined.

Resolved: Approved

13. To consider village maintenance

Derek would put up a barrier to stop people trampling on the new oak tree, and would fill the flower tubs shortly. Cllr Gilbert offered to liaise with him to keep the village tidy.

Resolved: Approved

14. To consider any matters for the website

More photographs needed to be added, some excellent ones had been provided by a local photographer from the village. Aled would be asked to do this.

Action: Clerk

15. To consider applying for a grant under the Community Paths Initiative

The Rights of Way at Staffordshire County Council would be asked for assistance to improve the walks leaflet map. A grant would help to replace some of the stiles and fingerposts and to purchase tools for Derek to maintain the paths.

Action: Clerk

Resolved: To apply for a grant

16. To approve amended financial regulations

Resolved: To defer this until the next meeting

17. To receive questions from Councillors

Cllr Newport had been asked by residents for more copies of the Lichfield Mercury to be delivered.

Cllr Gilbert asked that Stubby Leas Home be requested to cut back their adjacent beech hedge which was dangerous to traffic. He also referred to travellers using the picnic area, and Birmingham City Council would be informed about this.

Residents had complained about the smell from Home Farm over the bank holiday weekend which they had reported to Environmental Health.

Cllr Wain queried the ownership of a wall near one of the Parish Council's footways.

18. To receive the financial report.

(a) The bank statements and reconciliation were noted.

(b) The end of year accounts 2013-14 were discussed. Payments against budget showed salary and expenses in line with budget; spending on administration was higher, due to professional fees, HMRC penalties and printing costs; maintenance

cost lower than budget as planned expenditure on items such as traffic calming and Sportsfield had not yet taken place.

- (c) The Annual Return was to be audited and then sent to the Auditors by 16th June after approval by the Council at the meeting of 9th June.
- (d) The precept had been received on 29th April.
- (e) Forms were completed in order that Cllr Standerwick and Newport would be added to the list of signatories with the Coop Bank. Action: Clerk

Resolved – Approved

19. To consider authorising schedule of accounts for payment.

Payments listed to: M. Jones, salary and expenses; Elford Village Hall, room rental & post office; D. Beaumont, handyman work; R.W Harcombe, maintenance; Viking, stationery; Prontaprint, printing.

Resolved: Approved

20. To receive correspondence.

Staffordshire County Council – Community Paths Initiative, bids invited
Staffordshire Archives and Heritage Service – Newsletter
HS2 – presenting petitions against the HS2 Hybrid Bill
SPCA – 75th Anniversary Conference and Excellence in Community Service Award

Resolved: Noted

21. Date of next meeting.

Monday 9th June 2014, 7.00 p.m, Elford Village Hall. (Annual Parish Assembly 22nd May 7.30 pm)

The meeting closed at 9.00 p.m.