



**Draft Minutes of Parish Council Meeting
Tuesday 13th October 2015
7pm at Elford Village Hall.**

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

In Attendance: Mrs Jones (Clerk), one member of the public

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

There were no issues raised. A member of the public had attended to observe the meeting.

1. To receive apologies for absence

Cllr Standerwick had apologised due to work commitments. His apology was accepted.
Cllr Gilbert had apologised that he would be late and attended from 7.45.
District Cllrs Leytham and White had apologised; they were attending a District Council meeting.

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

None received

3. To approve the Minutes of the meetings of 14/9/15

Resolved: Approved

4. To co-opt a member

This would be deferred to the next meeting as no applications had yet been received.

Resolved: Approved

5. To receive the Clerk's report

Life saving training – this had been well supported, around 25 residents attended and found it very useful. A further session would be arranged for those who could not attend on this date.

Action: Clerk

Best Kept Village – The judges' comments had now been received and circulated. The map would be improved for next year's competition, and other actions agreed during early Spring.

Liquid gas supplies – An enquiry had been made by a resident about supplies of liquid gas. It was suggested that the Oil Club could investigate the bulk buying of gas.

Rights of Way – The work to the Green Lane had still not been done and Staffordshire County Council’s Rights of Way team would be asked about this. The route through the field in the centre of the village was impassable and the farmer would be contacted to ask if he could clear it. *Action:Clerk*

Village Hall – The Annual Return figures had been sent to the Charity Commission; this was the responsibility of the Parish Council as Custodian Trustee.

Road Closure – Elford station bridge would be closed overnight, between 11pm and 5am, for bridge repairs from October 19th to 23rd

Neighbourhood Highways Team - They would visit the area at the end of October and would be asked to remove weeds on the Fisherwick Road bridges from the brickwork and verges, and to clear signs and gully tops. *Action:Clerk*

Speeding along Tamworth Road – This had been reported to County Highways; they had been asked to investigate whether speed recording devices could be installed.

6. To receive the Clerk’s report on planning issues

(a) Applications for consideration - 15/01106/FUL and 15/01107/LBC
1 The Coach House; works to listed building to enable the demolition of conservatory and erection of an orangery and various internal works.

Resolved: No objection

(b) For information - Applications approved at 52 The Beck, 58 The Beck, The Woodyard, 11 Croft Close

7. To receive an update on Home Farm planning appeal

Correspondence had been received from the Planning Inspectorate indicating that it was unlikely that the appeal would be dealt with by an Inquiry rather than by written representations. The next stage would be the applicant’s response to the objections. It was not known how long the appeal would take.

8. To consider the Neighbourhood Plan

As the Council was currently meeting consultants and considering which firm to appoint to take the Plan forward, it seemed unlikely that a public meeting could be arranged before January.

9. To consider the picnic area

A resident had reported that he had been bitten by a dog owned by a family camping overnight at the picnic area. He had suggested that a sign be put up to discourage overnight camping and asking for dogs to be on leads. It was agreed that Birmingham City Council would be contacted as the land owners.

Action:Clerk

Resolved: Approved

10. To consider playground maintenance

Cllrs Standerwick, Gilbert and Smith had inspected the playground and prepared an action plan. It was proposed to take out the internal fences, sand and stain the brown wooden equipment, and make repairs to address the concerns raised at the recent Annual Inspection. Derek would be asked to do some tasks. A working party date was suggested in November. Up to £500 could be spent on materials.

Resolved: Approved

11. To receive questions and reports from Councillors

Cllr Smith commented on the bonfire event being on the same night as Halloween. He was concerned that children trick or treating could be at risk from the traffic. It was suggested that the organisers should make road users aware that this may happen. He also mentioned recent reports of the danger from fancy dress at bonfires; however the organisers had already changed the activity to face painting because of this.

12. To receive correspondence

SPCA bulletins, including Councillor training course. Cllr Collins had attended this. Lichfield District Council, regarding mapping data, also consultation on gambling policy. St Peter’s Church, 13th December Carol Service, Cllr Turley would give the reading on behalf of the Parish Council.

13. To appoint an auditor

Toplis Associates had audited the accounts for the last 5 years and would be appointed for the next year. The report on the last year’s audit would be sent to Councillors.

Resolved: Approved

14. To receive a financial report.

- (a) Bank reconciliation – this was noted.
- (b) It was agreed that Cllrs Collins and Turley would be added as signatories to the accounts with Coop Bank. The Clerk had discussed with the Coop Bank how online banking could be done in line with Parish Council regulations. When all Councillors were signatories the online banking forms would be completed and a letter sent confirming that all transactions must be authorised by two signatories.
- (c) Next Budget – ideas for spending during the next financial year would be discussed at the next meeting; a Finance Committee meeting would be arranged in November. Initial suggestions were CCTV and a village sign, and estimates would be obtained.

Resolved: Approved

15. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, total salary and expenses; £359.03
 David Collier Rural Planning, Action Group Consultant Fee £1171.20
 D. Beaumont, handyman work £80;
 RW Harcombe, maintenance, £125;
 Elford Village Hall, Room hire, £268.50;
 Eon, lighting maintenance and energy, £269.05
 HMRC, PAYE, £23;
 Toplis Associates, Audit Fee, £110.70

Resolved: Approved

16. Date of next meeting. (Monday 9th November 2015)

The meeting closed at 8.10 p.m.