



Draft Minutes

**Meeting of the Parish Council
Monday 11th December 2017,
7 pm, at Elford Village Hall**

Present: Councillors Jones (Chair), Collins, Gilbert, Oakley, Payne, Turley and Wright

In attendance: Mrs Jones (Clerk), District Cllr Leytham, 2 members of the public

Open Forum

A query was made about the defibrillator at the Village Hall, its security and its accessibility during an emergency, the Parish Council would give this consideration. A resident referred to a query he had made at the recent Village Hall AGM about the governance and transparency of the operation of the Scarecrow Festival, and asked whether a Parish Council representative should be on the working group. The Chair of the Village Hall Committee explained that the Scarecrow Festival had been created by the Parochial Church Council, that its accounts would be published through them at the end of the financial year, and that the preparation of a governing document was in hand. This would be finalised and made public in due course. The Chair indicated the willingness of the Parish Council to assist.

District Councillor Leytham updated the Parish Council on various local issues including the acquisition of Queens Hospital, Burton and Derby Hospital which could have implications for the running of the community hospitals in Tamworth and Lichfield. He also reported on planning matters in Lichfield and on the forthcoming charging for green waste.

1. To receive apologies for absence

None.

2. To receive Declarations of Interest

None

3. To approve the Minutes of the meeting of 13/11/17

The Minutes were approved and signed by the Chair

To receive information on matters arising from the meeting of 13th November

None

4. To receive the Clerk's report

General Data Protection Regulations - The Clerk had attended a briefing on this; it was expected to become law in May 2018 and would have implications for all organisations including Parish Councils which held personal data. Information would be circulated to Councillors.

Email account - The elfordpc.co.uk account had been closed and would no longer be operational from this week; the Parish Council contact email address was now clerk@elfordparish.co.uk.

Bromford Housing - The Neighbourhood Coach intended to attend Parish Council meetings when possible to discuss any issues affecting Bromford residents. She had informed the Clerk of their residents' concerns about the possible loss of the bus service, as many relied on public transport and were very worried.

Dog waste bin – The Walled Garden Trustees had offered to move the dog waste bin from the front of the church to the left of the gateway on the drive leading up to the Walled Gardens. The Parish Council would continue to pay for the District Council to empty it along with others around the village. The offer would be accepted and both the Trustees and District Council informed.

Christmas Tree – The tree had been ordered and installed but no-one knew the whereabouts of the lights. Cllr Collins had offered to contact the resident who had previously installed the trees, and would obtain and put up new lights.

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

(a) Applications; 17/01645/TPO Paget House and 17/01682/TRC Beck House - work to various trees, no objection.

17/011933/FUL Model Farm, Peggs Lane – construction of timber cabins; and 17/01731/FUL conversion of garage block/store to form a one bedroom dwelling (ancillary accommodation), no objection.

17/00866/FUL Upfields Farm, objection withdrawn following receipt of further information.

(b) Conservation Area – the extension was not to be implemented yet, Planning would be contacted for further information.

(c) Neighbourhood Plan - amendments were being made following the consultation and a further meeting of the steering group would take place in January.

Resolved: Approved

6. To consider maintenance

As Gavin had been unable to do the work required it was agreed to ask Tamworth Grounds Maintenance to maintain the playground and other routine tasks, for a 3 month trial.

Action: Cllr Gilbert

Due to the risk of poor weather the Clerk would cancel the proposed Playground Working Party planned for 29th December.

Resolved: Approved

7. To consider the bus service

Central Buses Limited would take over the service from January until April, and it was important that local people should use the buses so this service could continue. They would be asked for information about the numbers of passengers. Cllr Payne reported on the recent meeting of local councillors which had considered the costs of the service and the significant increases in precepts which would be required if Parish Councils took over the subsidies. The costs of purchasing or leasing a minibus had since been identified. It was suggested that local taxi companies could be contacted to see what they could offer for a regular service. Cllrs felt that non-users would be unwilling to pay extra council tax for such schemes.

8. To consider outdoor fitness equipment

Following the last meeting the Clerk had contacted Lichfield's recreation manager who had recommended a company they used. During a site visit a lot of useful information had been provided on involving the community in fitness and the benefits of outdoor gym equipment which would generate interest from all age groups. The representative had advised that wooden equipment tended to be less popular. The Parish Council would consider the options further when information had been received from Lichfield's sports development team regarding funding opportunities.

9. To consider consultation on Rights of Way

The Parish Council agreed not to complete the questionnaire.

Resolved: Approved

10. To consider proposal to contribute to CCTV at Elford Village Hall

It was agreed to contribute £200 to a CCTV camera at the Village Hall to increase security at the Post Office and for the defibrillator. Cllr Collins would obtain a quote for CCTV at the Social Club which would increase village security at the Church Road junction.

Resolved: Approved

11. To consider provision of traffic cones for village events

It was agreed to defer this decision until 2018 when the requirement for cones would be clearer.

Resolved: Approved

12. To consider the draft budget for financial year 2018 -19

It was agreed to request a precept of £13,000 and to approve the draft budget for the next financial year.

Resolved: Approved

13. To receive questions and reports from Councillors

Cllr Collins reported on a meeting of the Action Group with Mr Bridgen; the minutes would be publicised shortly. Spreading was expected to resume in February.

Mr Bridgen had suggested that if there were any problems with his vehicles residents should take registration numbers and report the matter to the Action Group who would pass it on to him so that he could speak to his drivers.

Cllr Collins also asked whether the leases had been sent to the Football and Cricket Clubs as agreed at the Sportsfield Committee meeting, this had been done recently and would be followed up.

Cllr Turley reported that there was frequent flooding from rain water on The Shrubbery, opposite the picnic area; the Clerk would report this to Highways and ask for the drains to be cleared.

Cllr Payne said that some parents were parking on the prohibited area outside the school, and asked whether Highways could repaint the zigzag lines; the Clerk would request this.

14. To receive correspondence

SPCA bulletins

Lichfield District Council invitation to Chair's Carol Service

Police & Crime Commissioner, scheme for local councils to negotiate discount on speed cameras by bulk buying, the Parish Council would express interest in this.

15. To receive a financial report

(a) The bank reconciliation was given, there was currently around £15,000 in the current and savings accounts, and over £10,000 in the playground accounts.

Payments were in line with expectations.

(b) Audit changes had been announced for 2018; if Parish Councils complied with the Transparency Code an external audit should not be required. Annual Returns should still be prepared for checking by the Internal Auditor.

Resolved: Approved

16. To consider authorising schedule of accounts for payment

Payments to: M. Jones, salary and expenses; £372.54;

Elford Village Hall, room hire and post office £89.50;

Scottish Power, playground electricity £20.82;

Urban Imprint, consultant's fee £486;

RW Harcombe, maintenance £90.

Resolved: Approved

17. Date of next meeting: Monday 15th January 2017, 7pm

The meeting closed at 8.50.