



**Draft Minutes of a Meeting of the Parish Council
Tuesday 10th January 2017
7 pm at Elford Village Hall.**

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

In Attendance: Mrs Jones (Clerk), Gavin Cox.

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

Gavin reported that he had built and replaced the damaged playground gate; he would repair the shed roof when the felt had been purchased, and fix the window. He had cleaned up the phone kiosk and would cover the original fittings with plywood. The fence was getting worse, but he was told that it would be removed soon when the surfacing had been ordered. An account with Tippers would be opened shortly by the Clerk for the purchase of materials. The information signs would soon be attached to fences. Cllr Standerwick said that there were saplings to trim along the Avenue, and footpaths to keep clear. Gavin said that there was a need for a gate by the Avenue near the cleared land and this would be given consideration in the future.

- 1. To receive apologies for absence**
None
- 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 meeting of 12/12/16**
The minutes were approved and signed by the Chair.

Resolved: Approved

4. To receive the Clerk's report

Welcome to Elford Signs – the Planning Department had said that advertising consent was required for the erection of signs and this had been applied for. Improved maps had been requested and Cllr Wain would obtain these. *Action: Cllr Wain*

Facebook – the Elford News page was now open to provide local information. Ursula Middlemore had been extremely helpful in administering and promoting the page.

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

- (a) Elford Lowe, agricultural building consent, RESOLVED no objection
- (b) Model Farm, agricultural building consent, RESOLVED no objection
- (c) 16/01416/FUL Avenue House, Church Road; retention of single storey extension, demolition of existing brick link, erection of glazed link, repositioning of rooflights; RESOLVED no objection
- (d) Neighbourhood Plan; discussion took place on the forthcoming housing survey, Cllr Wain would pass on various amendments proposed by Cllr Jones to the consultants.

Action: Cllr Wain

6. To consider maintenance tasks

This had been covered during Open Forum.

7. To consider playground repairs

Cllr Standerwick would speak to RSS to check the guarantees; he would discuss the response with the Clerk and the surfacing repairs would be ordered if satisfactory. Cllr White's office had agreed on a grant of £1000 towards the project and they would be informed about the final cost.

Action: Cllr Standerwick and Clerk

Resolved: Approved

8. To consider response to Environment Agency consultation

The Parish Council had been informed of an Environment Agency open event concerning an application by AB Produce for a waste permit for an Anaerobic Digestion facility, and asked to promote this locally. The session would take place on Tuesday 17th January from 2.30 to 7.30 at Measham Leisure Centre. Residents were encouraged to attend to ask about the possible effect on Elford. Cllr Collins would forward details of the meeting to interested local people. Details had been put on the website and Facebook page. Any concerns would be sent in response to the consultation after the meeting.

Resolved: Approved

9. To consider Twinning Association proposal

The previous meeting had been informed that to establish a Twinning Association a Councillor needed to be a member. None of the current Councillors wished to be involved but there was an opportunity for one of the Awoingt group to join the Council as there would be two vacancies from May, they would be informed of this by the Clerk.

Resolved: Approved

10. To consider request for contribution to debt, benefit and consumer advice service

It was agreed not to contribute to this service.

Resolved: Approved

11. To consider draft budget for financial year 2017-18

It was agreed to approve the budget as drafted and apply for a precept of £13,000.

Resolved: Approved

Action: Clerk

12. To receive questions and reports from Councillors

Cllr Standerwick reported that the Walled Garden fireworks event would not take place this year due to the work involved. The Parish Council would support the decision of the organisers and be supportive of alternative village fund raising events.

He encouraged entry to the Howard School 100 Club to raise funds for the classroom. There would be a Movie Night at the Village Hall on 25th February to raise funds for the playground and new classroom

Cllr Wain reported on the preparation of a Licence to reach an agreement on the use of the Sportsfield by the Football and Cricket Clubs; following comments on the points contained it was agreed that this would be finalised and sent to both clubs.

He suggested that the Parish Council begin to advertise the two Councillor vacancies which would be available from May when he and Cllr Standerwick would stand down.

13. To receive correspondence

SPCA bulletins

Cllr White regarding funding for debt and benefit advice service.

County Highways, termination of Lengthmen agreement.

Christmas Greetings from Chair of Lichfield District Council and Mayor of Awoingt

Joanne Rea, new Police Commander at Lichfield

14. To receive a financial report.

(a) The bank reconciliation was noted.

(b) The Lloyds mandate would be amended to remove Mr Taylor and add Cllrs Collins and Turley as signatories.

(c) The Auditor's Report for 2015-16 had been circulated. The Council had been commended for the excellent quality of the financial records and the Clerk was thanked for her work. The Chair asked for this to be minuted.

Resolved: Approved

15. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, salary and expenses £378.80

Elford Village Hall, room hire and post office £89.50

HMRC, PAYE £161.20

D. Beaumont, insurance contribution £32.21

G. Cox, maintenance and sundries £88.66

Information Commissioner, annual fee £35

Ian Smith Group, stationery £32.62

Lichfield District Council, dog waste bin installation and emptying £489

Toplis Associates, Audit fee £110.70

Resolved: Approved

16. Date of next meeting: Tuesday 14th February, 7 pm

Dave Hill would attend to report on flood precautions

The meeting closed at 20.50