



**Draft Minutes of a Meeting of the Parish Council
Monday 13th March 2017
7 pm at Elford Village Hall.**

Present: Councillors Wain (Chair), Collins, Jones, Smith, Turley and Gilbert (from 8pm)

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

No issues were raised

1. To receive apologies for absence

Cllr Standerwick had apologised as he was delayed in traffic.

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

None received. Cllrs Collins and Turley had an interest in planning item 5.

3. To approve the Minutes of the meeting of 7/2/17

The minutes were approved and signed by the Chair.

To receive information on matters arising from the meeting of 2nd February

No matters were raised.

Resolved: Approved

4. To receive the Clerk's report

The Clerk had attended a workshop organised by the County Council and the SPCA, on joint working between the County Council and Parish Councils. The County Council was facing large cuts in funding; it was discussed how local councils could take over services that could no longer be funded, such as environmental maintenance and grass cutting. CCTV in Church Road had been raised at the last meeting. The Village Hall Committee would consider this after the Scarecrow weekend. The Social Club also had a system and Cllr Collins would observe it and report back to the next meeting.

There had been reports of distraction burglaries affecting elderly people in nearby areas and information had been put on the Facebook site.

The Annual Parish Assembly would take place on Tuesday 16th May, with the Parish Council meeting taking place first at 6.30, followed by the Assembly at 7.30.

Councillors intending to resign were informed that resignations needed to be in writing as the District Council had to be informed; a notice of vacancy would then be displayed for 14 working days before co-options to fill any vacancies could take place.

The induction of a new rector would take place at St Peter's on 23rd March; Cllr Collins would represent the Parish Council. Parking needed to be addressed, Cllr Collins would make enquiries about parking with local organisations. *Action: Cllr Collins*

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

- (a) Application 17/00180/FUL 3 Church Road, side extension; there would be no impact on the conservation area or neighbours
- (b) Application 16/00921/COU Elford Lowe, amended plans; no further comment was required
- (c) Application 17/00245/FUL 43 The Beck, single storey extensions and refurbishment; no objection
- (d) Application for consent for the road signs had been approved, when this was officially confirmed the installation would be arranged. *Action: Clerk*
- (e) Neighbourhood Plan; the responses to the housing survey would be forwarded to the consultants; a meeting to discuss the results of the consultation and the next steps would be suggested for 12th April.

Resolved: Approved

6. To consider maintenance tasks

Tasks to be done included jet washing at the playground and painting of the phone box. The Clerk would request that the Avenue should be swept by the street cleaning department, and ask Gavin to tidy the verges. *Action: Clerk*

Resolved: Approved

7. To consider playground funding and publicity

The surfacing and removal of interior fencing had been recently completed. The Parish Council was grateful for a donation of £1000 towards this from County Cllr Alan White's local member's fund, and this would be publicised locally. The Parish Council was also grateful for a donation of £1219 towards the playground funds from the profits from Mrs Standerwick's coffee shop, which was much appreciated.

Resolved: Approved

8. To consider the Sportsfield

Cllr Wain had met the Football Club to discuss the proposed Licence. Various suggested amendments would be proposed to the Cricket Club and then a joint meeting of both clubs would be arranged to discuss any outstanding issues including grounds maintenance responsibilities and purchase of a mower.

Resolved: Approved

9. To consider Lease proposals for The Avenue and The Shrubbery

Following a meeting between the Clerk, Chair and a representative of Birmingham City Council and their agent, agreement had been reached for the Parish Council to manage the land at The Avenue and The Shrubbery. The Heads of Terms were considered and Cllr Jones suggested an amendment to these. Cllr Wain would contact the Parish Council's solicitor to instruct him to advise on the Leases.

Resolved: Approved

10. To consider Best Kept Village competition

The entry would be submitted by the end of March and action points from the Judges' comments 2016 would be addressed. The map would be improved as had been requested. Cllr Jones would contact the school to ask for the children to provide posters before the Easter holidays. The Social Club would be asked whether they could help by tidying the surroundings and car park. Gavin would be asked to put up banners and to complete the refurbishment of the phone kiosk before judging began in May.

Resolved: Approved

11. To consider renewal of the Parish Council's insurance

It was agreed to accept the cheapest quote suggested by the Council's brokers Came & Co, which had been provided by Hiscox. It provided cover for all the Parish Council's requirements. A long-term agreement over 3 years was agreed.

Resolved: Approved

12. To receive questions and reports from Councillors

Cllr Collins reported that during the recent period of frequent tractor movements the Action Group had tried to mitigate the problems by putting up signs asking drivers not to use mobile phones or drive too fast; they had discussed matters with Mr Bridgen who had talked to the tractor drivers and had agreed to sweep debris off the roads. Cllr Wain asked that a deep pothole in Brickhouse Lane be reported to Highways. Cllr Collins asked for the question of the future Chair to be on the next agenda.

13. To receive correspondence

Chair of Lichfield District Council; invitation to Arboretum event.
SPCA bulletins
Police and Crime Commissioner, strategy consultation
HS2, the computer used for display of documents to be collected
Community Council, DEFRA rural survey
Clive Keble planning consultants, Whittington & Fisherwick Neighbourhood Plan consultation

14. To receive a financial report.

- (a) The bank reconciliation was noted. Payments against budget were given; these were broadly in line with expectations and further details would be available when the year - end figures were prepared for the annual audit.
- (b) Bank mandate – the Lloyds change of signatory form had been sent back for amendment.
- (c) Playground electricity – the annual summary revealed that no electricity had been used, although jet washing had taken place so this may have been inaccurate. Cllr Smith suggested making more use of the electricity supply and that it would be useful to install security lighting.

Resolved: Approved

15. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, salary and expenses £421.30
Elford Village Hall, room hire and post office £89.50
G. Cox, maintenance £80
HAGS SMP, playground surfacing repairs £2160
Lichfield District Council, election recharge £175.92
Came & Co, insurance fee £378.52
Urban Imprint, Neighbourhood Plan consultancy £1680
Prontaprint, survey leaflet printing £48

Resolved: Approved

16. Date of next meeting: Monday 10th April, 7 pm

The meeting closed at 8.30