



## **Draft Minutes**

**Meeting of the Parish Council  
Monday 15<sup>th</sup> January 2018,  
7 pm, at Elford Village Hall**

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

**In attendance: Mrs Jones (Clerk), District Cllr Leytham, 9 members of the public**

### **Open Forum**

The Chair of the Village Hall Committee read a statement explaining the reasons for the cancellation of this year's Scarecrow Festival. The Chair thanked him for the explanation, and thanked the Scarecrow Festival Committee for their hard work and success in 2017. Although it was disappointing the reasons were understood, and everyone would look forward to its return in 2019.

Several members of the public asked for work to be done on the trees along The Beck, as branches had nearly fallen on cars during high winds, visibility for drivers trying to exit their drives was obscured, and the roots were damaging the paths. The Clerk would report these matters to Highways and Cllr Leytham would consult Lichfield District Council's Arboricultural Officer for advice.

Additionally many paths around the village were uneven; when the exact locations were identified Highways would be asked to repair them. Residents were also encouraged to submit reports about their concerns.

A resident reported that the hedge on the corner of The Beck and The Shrubbery obscured visibility for vehicles turning right from The Beck into Church Road. Cllr Turley would discuss this with the householder, and ask if he could reduce the hedge height.

A representative of the Awoingt Group said that the date of the signing of the Twinning Document may need to be changed, discussions were taking place and this would be confirmed in due course.

The Neighbourhood Coach from Bromford Housing attended to explain her role. She was available to help with any matters affecting Bromford tenants and would attend future meetings. She was thanked for attending and then made contact with various residents who had attended.

Cllr Leytham passed on further information about changes at local hospitals and confirmed that he had been told there would be no job losses at Burton Hospital.

**1. To receive apologies for absence**

Cllr Collins had apologised as he was unwell.

**1. To receive Declarations of Interest**

None

**2. To approve the Minutes of the meeting of 11/12/17**

The Minutes were approved and signed by the Chair

**To receive information on matters arising from the meeting of 11th December**

Highways had checked the road markings by the School, but reported it was not urgent and no action would be taken at present. An inspector had not yet visited the site of the flooded road in the Shrubbery. This was still a problem and would be chased up.

The Cricket Club had replied regarding the Sportsfield Leases. This matter would be on the next agenda.

Cllr Payne had received a message from Cllr Bennion about the possibility of organising a community minibus. Cllrs felt that the cost was difficult to justify and would prefer to look at alternative solutions. Cllr Wright offered to find out the current number of bus users.

**3. To receive the Clerk's report**

Dog waste bin – This had now been moved from near the Church to the gateway to the Walled Gardens, information had been put on the website and Facebook.

Trent Valley meetings – anyone interested in the local landscape was invited to attend meetings about the future of the Trent Valley, 31<sup>st</sup> January onwards.

Lichfield District Parish Forum - Councillors were encouraged to attend this meeting on 28<sup>th</sup> February to receive updates on important changes.

**4. To receive the Clerk's report on planning issues**

(a) Applications; 17/01760/FUL - Elford Lowe erection of steel framed building, for agricultural use. The Parish Council would object as previously buildings had been given consent for agricultural use but were now being used commercially.

17/00894/FUL Mill House, amended plans. Conservation were now satisfied with the amendments. There was no objection.

17/01798/FUL Yew Tree 59-61 The Beck - Single storey side / rear extension to form family room, kitchen, family room and boot room. There were no concerns about the visual impact so no objections were raised.

17/01801/FUL 2 Eddies Lane, Single storey extension to side to form boot room and extend kitchen and utility. There was no objection.

18/00003/LBC Brookfields, Park Farm, Brickhouse Lane – works to listed building. The Parish Council had no objection.

(b) Tree Preservation Orders, Paget House. The Parish Council had been informed of the Order by Birmingham City Council who had been consulted as landowners. There was no objection.

(c) Conservation Area – Cllr Leytham said that the proposed extensions to conservation areas in Lichfield District had been revoked. The Clerk would contact the Conservation Officer to ask when the extension would be adopted.

- (d) Land at The Shrubbery; the planner had confirmed that the application was likely to go to Planning Committee when further information had been received.
- (e) Neighbourhood Plan - The Steering Group would meet on January 17<sup>th</sup> to discuss amendments to the submission version of the Plan.
- (f) Lichfield Local Plan Allocation Document consultation, there were no implications for Elford.

**Resolved:** Approved

**5. To consider maintenance**

Cllr Gilbert reported that the contractors he had spoken to were unable to take on the work but that a local person might be interested in maintaining the playground. The Clerk would speak to him, and also arrange for a local firm to repair the rotted flooring on the multiplay unit. Quotes would be obtained for grass cutting at the Avenue and removing dead branches from the oak tree.

*Action: Clerk*

**Resolved:** Approved

**6. To consider outdoor fitness equipment**

It was agreed that the provision of a wooden trim trail around the perimeter of the Sportsfield was most appropriate. The Clerk would obtain further information from suppliers and place an order.

*Action: Clerk*

**Resolved:** Approved

**7. To consider quote for CCTV at Church Road / The Beck junction**

Cllr Wright and Cllr Collins would discuss the options for this.

*Action: Cllr Wright and Cllr Collins*

**Resolved:** Approved

**8. To consider the defibrillator**

It was agreed to continue to leave the cabinet unlocked, to make it as easy as possible for anyone needing to use the equipment.

**Resolved:** Approved

**9. To receive questions and reports from Councillors**

Cllr Collins had sent in comments about the Church Road junction, he had confirmed that there had been no further discussions regarding Home Farm, and that CCTV would be installed at the Village Hall at the weekend.

Cllr Jones would look at varying the Sportsfield Leases to reflect current usage. The amended Leases would be on the next agenda for the Council to approve.

Cllr Wright asked about the amended plans for Drey House. The Parish Council had not been consulted but the Clerk would find the plans and send information to Cllrs.

**10. To receive correspondence**

SPCA bulletins

Best Kept Village entry forms; Cllrs agreed that Elford would not enter this year as there had been a lack of involvement locally last year.

Tamworth Community Conversations; details had been put on the notice board.

Lichfield District Council Parish Forum

**11. To receive a financial report**

(a) The bank reconciliation was given, there was currently around £14,000 in the current and savings accounts, and over £10,000 in the playground accounts. Payments were in line with expectations, with slightly more for administration due to the former email account charges and the planning fee.

(b) Audit 2018; if the Parish Council complied with the Transparency Code by publishing the required information, and receipts and payments were less than £25,000, an external audit would not be required.

**Resolved:** Approved

**12. To consider authorising schedule of accounts for payment**

Payments to: M. Jones, salary and expenses; £324.86; HMRC PAYE;  
Elford Village Hall, room hire and post office £89.50, CCTV donation £200;  
Scottish Power, playground electricity £24.65;  
Urban Imprint, consultant's fee £1440;  
Eon, lighting maintenance £284.89;  
Lichfield District Council, playground inspection £67.80  
Information Commissioner, annual fee £35.

**Resolved:** Approved

**13. Date of next meeting:** Monday 12th February 2018, 7pm

The meeting closed at 8.55.