

# Elford Parish Council

## Minutes of Parish Council Meeting 7pm Monday 9<sup>th</sup> December 2013 at Elford Village Hall.

**Present:** Councillors Wain (Chair), Batchelor, Gilbert, Standerwick, and Taylor.

**In Attendance:** Mrs Jones (Clerk), 1 member of the public.

**Notice and quorum:** Due notice of the meeting had been given and a quorum of Councillors was present. Accordingly, the Chairman declared the meeting open.

**1. Open forum (Public Participation)**

A resident asked about speeding in Brickhouse Lane, and informed the Parish Council of a recent near miss incident caused by a speeding vehicle. He was informed that the Parish Council had discussed this previously and had contacted Highways to ask for the 30 mph sign to be moved and for advice on the problem of speeding. Discussion took place about how to raise awareness of the problem. Several '20 is plenty signs' would be displayed and this would be explained in the newsletter and on the website.

**2. To receive Apologies.**

Cllr Matthews had apologised.

**Resolved:** Approved

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

None received.

**4. To approve the Minutes of the meeting of 11/11/13**

**Resolved:** Approved

**To receive information on matters arising from the meeting of 11/11/13:**

**4.1 Church Road sign** – The District Council had been asked to improve the signage at the end section of Church Road.

**4.2 Football Club meeting.** It was hoped to arrange this in January.

**4.3 Twinning.** The Chair had discussed this with the Mayor of Awoingt on Skype. A Twinning Officer from the village was needed to visit France in April and lead this initiative, the Chair would approach a possible candidate.

**4.4 Rights of Way.** Some had now been cleared by the County Works Unit, but they would be asked if work could be done on other footpaths. Cllr Taylor confirmed that the map was accurate. The Clerk would remind Cllr Matthews of his offer to walk along the paths to confirm that the leaflet was correct.

**5. Clerk's report**

Woodland Trust saplings – these had been planted by Derek, along with a replacement Jubilee oak tree, for which a plaque had been obtained.  
Croft Close pavement – the hole had been reported to Highways; an inspector had said it was not yet severe enough to repair.  
Dog fouling – posters had been prepared to raise awareness after a report of dog mess along the walkway between Croft Close and the School.  
Potholes – Highways confirmed the jobs had been raised but they were waiting until resources allowed. One of the potholes on Brickhouse Lane was in danger of collapsing into a culvert so this would be reported.

**6. Clerk's report on planning issues.**

13/01240/FUL Hetherington House, The Gardens, Elford – single storey rear extension to form orangery.

**Resolved:** No Objection

**7. To consider speeding in Elford**

As discussed during open forum, several '20 is plenty' signs would be obtained for display at the end of Church Road and along Brickhouse Lane near the Sportsfield, and in other areas where residents were at risk. Action: Clerk

**Resolved:** Approved

**8. To consider village maintenance**

Derek would be asked to trim ivy from trees in The Shrubbery. Rob Harcombe would be asked to clear vegetation from the footways there. It was noted that Brian Green had removed some fallen trees after the recent storm, and a letter of thanks would be sent to him. Action: Clerk

**Resolved:** Approved.

**9. To consider arranging a meeting of the Finance Committee and to receive suggestions for the draft budget 2014-15**

It was agreed that the whole Council would consider the draft budget at the meeting in January. No further suggestions for the budget were proposed.

**Resolved:** Approved.

**10. To approve the Clerk's amended contract**

The contract had been amended to reflect discussions between the Chair and Clerk during the recent appraisal. The Contract was signed.

**Resolved:** Approved.

**11. To consider any matters for the website**

A request for volunteers for the playground and information about the speeding campaign would be added. Information from Cllr Standerwick about the Superfast Broadband meeting would also be added; he reported the good news that it was planned that Elford would receive superfast broadband in 2015.

Action: Clerk

**12. To consider updates to the asset register**

The register was reviewed and it was agreed to clarify the current position with representatives of the playground group. The final updated register would then be approved at a future meeting. Action: Clerk

**13. To consider HS2 Hybrid Bill document deposit and Environmental Statement**

HS2 had supplied a computer for the public to view this at the Village Hall. The documentation would be made available prior to the next 3 Parish Council meetings. Power lines would be diverted in Elford Park if building of the line commenced; the Clerk would inform affected residents. Action: Clerk

**14. To receive questions from Councillors.**

Cllr Batchelor had prepared the next draft newsletter and asked for comments; various topics discussed during the meeting would be added, and this would be delivered by Councillors on the first weekend of the New Year. She had also received an enquiry from a resident asking whether anyone in the village wished to set up a bulk buying of LPG scheme. A coffee and biscuits session would be held prior to the February meeting.

**15. To receive the financial report.**

- (a) Bank statements and reconciliation - The Bank statements had not yet been received and would be chased up. There was a healthy balance at present which made spending on road signs and Sportsfield equipment achievable.
- (b) Cheque payments - The two signatures rule looked likely to be reformed shortly, to make it easier to use electronic payments.
- (c) Coop Bank - In view of the recent bad publicity, it was considered whether to move to another bank. It was agreed not to do so at present.

**Resolved** – Approved

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

Payments were listed to: M. Jones, salary and expenses; Elford Village Hall, room rental & post office; R.W. Harcombe, grounds maintenance; D. Beaumont, handyman work ; Florascape, oak tree; Post Office Ltd, HMRC, PAYE.

**Resolved:** Approved

**17. To receive correspondence.**

HS2 bill deposit information  
Staffordshire County Council regarding footpath works  
Staffordshire Parish Council Association AGM and updates  
Lichfield District Council Parish Forum 16<sup>th</sup> January; Section 106 spending  
Cllr Arnold, Hogs Hill appeal  
Birmingham City Council, Church gates repair completed.

**18. Date of next meeting.**

January 13<sup>th</sup> 2014, 7.00 p.m, Elford Village Hall

The meeting closed at 9.00 p.m.