

# Elford Parish Council

## Draft Minutes of Parish Council Meeting 7pm Monday 10<sup>th</sup> June 2013 at Elford Village Hall.

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

**In Attendance:** Mrs Jones (Clerk).

**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)**

No members of the public were present.

**2. To receive Apologies.**

Councillor Batchelor had apologised, Councillor Matthews had apologised that he would arrive late, Councillor Cockayne had apologised and this was received after the meeting.

**Resolved:** Approved

**3. To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation (s33 Localism Act 2011)**  
None received.

**4. To approve the Minutes of the meeting of 13/5/13**

**Resolved:** Approved

**To receive information on matters arising from the meeting of 13/5/13:**

**4.1 Sports field** The Cricket Club would be contacted again regarding the draft Lease, when they confirmed approval the engrossed Leases could be signed by both clubs and the Council. The skate ramp was a popular idea locally and Cllr Matthews would continue to research this. The Clerk would check on the insurance and possible grants.

Action:Clerk

**4.2 Footpaths** As Cllr Cockayne was not present an update was deferred.

**4.3 Best Kept Village** Further children's posters would be put up; the next round of judging was in July.

**4.4 Shop** Monies from the Community Shop had been refunded. The new shop had changed its opening times, including closing on Mondays, and these would be put on the website.

**5 Clerk's report**

**Vacancy**

The District Council had confirmed that an election had not been requested following Cllr Clohessy standing down from the Parish Council and that the Parish Council should now co-opt to fill the vacancy. This would be advertised on the website and notice board. One resident had expressed an interest and it was hoped that a new member could be co-opted at the next meeting.

**Gates in Church Avenue**

The damaged gates had been reported to the landowners Birmingham City Council.

**Highways**

The potholes in The Shrubbery and Brickhouse Lane had been reported. They had been marked by Highways who had confirmed that repairs would take place soon.

**Phone kiosk**

BT had been asked to improve signage in the kiosk about payment by card.

**Annual Return**

This had been sent to the External Auditors.

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

**(a) For consideration:-**

13/048/FUL Land at The Shrubbery, erection of 4 bedroom dwelling.  
The dwelling would fit in well with surrounding properties with no negative impact on the conservation area and would improve the site.

RESOLVED: No objection

13//00540/FUL 13/00540/FUL Webbs Farm , Eddies Lane, two storey rear extension and creation of new first floor to form kitchen, day room, bedrooms and en-suite

The development was well designed to complement nearby properties. As long as neighbouring amenity was not compromised this development was acceptable.

RESOLVED: No objection

**(b) Matters for information**

13/00555/FUL Land south of Hademore Road Bridge, Fisherwick Road  
Installation of a 3 bladed 500KW wind turbine with hub height of 60m and tip height of 86.5mm and associated works and facilities.

Although this application was outside Elford's boundary it would be visible due to its height and the Parish Council would therefore send in a comment that it felt this was an unacceptable development, as had been done with similar applications nearby. Action:Clerk

13/00356 FUL The Bungalow, Church Road - Detached double garage  
Notification had been received of refusal of permission based on revised plans.

**7 To consider village maintenance**

**(a) Tasks for handyman**

A list of tasks was agreed by Councillors.

**(b) Tasks for Contractor**

A list of tasks for the Contractor was also agreed

The Clerk would contact both regarding the work to be done Action: Clerk

**Resolved:** Approved.

**8 To approve the Parish Plan**

Proposed Cllr Wain and seconded Cllr Taylor

**Resolved:** Approved.

The Parish Plan would be published on the website and a copy sent to the District Council. A timetable for regular reviews would be agreed during the September meeting. Action: Clerk

**Resolved:** Approved.

**9 To consider tasks for Neighbourhood Highways Team.**

The team would visit during July and would be asked to deal with drain clearing on the main road and cutting back the hedge by the car park at the field. Councillors were asked to inform the Clerk of further appropriate tasks as soon as possible, and the Clerk would inform Highways of these. Action: Clerk

**Resolved:** Approved.

**10 To consider any action regarding twinning with Awoingt.**

It would be useful to invite the Headteacher or one of the staff of Mary Howard School to attend the next meeting to discuss the initiative. The Clerk was also asked to research further details. Action: Clerk

**Resolved:** Approved.

**11 To consider use of Emblem for Elford design.**

The Clerk would seek quotes from local graphic designers regarding use of the design on the Council's letterhead and website. Action: Clerk

**Resolved:** Approved

**12 To consider any matters for the website**

Forthcoming events and details of new Councillors were to be added as required. Action: Clerk

**Resolved:** Approved

**13 To agree dates for committee meetings.**

This item was deferred to the next agenda. A meeting of the Personnel Committee would be held shortly to discuss the Clerk's salary.



**14 To receive questions from Councillors.**

Cllrs enquired about how plans for the skate park were progressing. Information had been received from Cllr Arnold's office about mobile recreational facilities but no action would be taken. Cllr Batchelor had enquired about a table tennis table planned for the play area and it was agreed to raise this with the Playground Action group.

**15 To receive the financial report.**

**Bank mandate** - this had been sent off to the Coop Bank to add and remove signatories.

**Bank reconciliation** – Councillors had been sent copies of the statements and the bank reconciliation. Reserves had been built up and monies were available in the budget for spending on improvements at the Sportsfield.

**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; Prontaprint, newsletter printing;  
R.W. Harcombe, grounds maintenance; D. Beaumont, handyman work.  
Birmingham City Council, sportsfield rental.

**Resolved:** Approved

**17 To receive correspondence.**

HS2 Consultation  
Cllr Arnold's office and fire service regarding mobile recreational facilities  
Lichfield District Council regarding geographical information available  
Lichfield District Council consultation on Fradley Junction Conservation area  
Staffordshire Parish Council Association bulletins

**18 Date of next meeting.**

July 8th @ 7p.m, Elford Village Hall

The meeting closed at 8.20