



## Minutes

### Meeting of the Parish Council

**Monday 14<sup>th</sup> March 2022 at 7 pm at Elford Village Hall**

Present: Councillors Turley (Chair), Gilbert, Biden, Hilderley and Wright

In attendance: Mrs Jones (Clerk), 5 residents

#### **Open Forum**

A resident enquired about the Best Kept Village Competition. Councillors said that as there were two sets of building work taking place in the village, plus road and verge damage in various locations, Elford wouldn't be at its best this year. Although a few people had offered to help no-one had come forward to lead the entry to the competition. This would be discussed later in the meeting. Everyone would be encouraged to join in with an informal Elford in Bloom initiative to coincide with the Jubilee events and foster pride in the village.

Elford Boys Football Club's organiser explained that a Maintenance Agreement needed to be signed between the Parish Council and the Club so they could apply for a grant towards maintenance of the Sports field; significant funding was available. The Agreement had been circulated to Councillors and the Parish Council would consider this later in the meeting.

#### **175. To receive Apologies for Absence**

Cllr Payne had apologised as he was on holiday and the apology was accepted.

#### **176. To receive Declarations of Interest**

None received.

#### **177. To approve the Minutes of the Meeting of 14<sup>th</sup> February 2022**

The draft Minutes were approved and signed.

#### **178. To consider HM The Queen's Platinum Jubilee celebrations**

The organiser had confirmed that planning of the village picnic event was proceeding well. It was RESOLVED to contribute £500 towards the entertainment at the event, fundraising for further expenditure such as for fireworks would be required.

**Resolved:** Approved

### **179. To receive the Clerk's Report**

Cllr vacancy - After displaying the notice of a vacancy on the Parish Council it had been confirmed by Lichfield District Council that no requests for an election had been received. Two residents had expressed an interest in becoming a member and had been invited to observe the meeting prior to a decision on co-option at the April meeting.

Gully emptying – Following reports to Highways two blocked gullies had been emptied in The Beck and The Shrubbery.

Tree clearing - Storms had caused a tree to fall across the pathway between The Square and the Sportsfield, some debris had been removed and the remainder would be cleared by the farmer when the ground was dry enough for the machinery.

Tree trimming – Lichfield's Tree Officer had been contacted about growth over the pathway from a tree in The Square. He had confirmed that it had a Tree Preservation Order but had given permission for the annual growth to be cut back with secateurs.

Bench purchase - £100 had been donated towards the purchase of a bench and it was agreed that on the left of the junction of Croft Close and The Beck would be a good site. Cllr Hidderley would enquire about availability and price from a local supplier.

Memorial Bench at the picnic area – The Parish Council's permission had been confirmed to the person who requested this.

Roof tiles on playground barn – The roof had now been repaired by a local roofer following vandalism.

Defibrillator pads – Replacement pads had been ordered.

**Resolved:** Approved

### **180. To consider any Planning matters:**

No new applications.

A list of decisions made on local applications had been circulated to Cllrs. Applications 21/00431/FUH at 1 The Square, Elford had been approved excluding the gate in the wall, 21/01527/LBC The Arches, Church Road was still pending, all others had been approved. There was no news on the S106 agreement for the former Social Club site.

**Resolved:** Approved

### **181. To receive an update on development of land at The Shrubbery**

Since the last meeting tankers had continued to remove excess water from the site. There was no news yet on the commencement date for drainage work across The Shrubbery. The Enforcement Officer had confirmed that the finished floor levels of the homes would be in accordance with the approved plans and this information had been shared with the resident who had enquired about the matter.

The Planning Department had recently sent a copy of the original S106 agreement which showed that a Management Company would be set up so that homeowners would be responsible for maintenance of the common amenity area.

### **182. To consider Playground refurbishment and grant funding**

Cllr Payne had contacted one of the firms for a revised quote based on points raised during the consultation and this information should be available over the next few weeks. He had suggested obtaining quotes for a new shed but the Cllrs agreed that it was hardly used and not needed. It was hoped that he, Cllr Turley and the Clerk would meet the funding consultant shortly to agree timelines.

**183.To consider Sportsfield Maintenance Agreement**

It was agreed to sign the Sportsfield Maintenance Agreement with the Football Club.

**Resolved:** Approved

**184.To consider CIL fund spending**

It was agreed to approve a draft policy and application form for organisations wishing to apply for some of the CIL funds. The first payment was expected in April and there would be 5 years to spend it.

Cllr Turley would contact the CCTV firm previously approached to obtain a firm quote for a village CCTV system, as this had proved extremely popular among residents.

**Resolved:** Approved

**185. To consider Best Kept Village Competition**

As discussed earlier during Open Forum it was agreed not to enter this year due particularly to the disruption caused by development work.

**Resolved:** Approved

**186. To consider road naming consultation**

Lichfield District Council had consulted the Parish Council on possible names for two roads on the development off The Shrubbery. Residents had been asked to suggest ideas that reflected the character of the village and had suggested various local historical figures, names connected to the Jubilee and others related to the location. It was agreed that as it was hard to judge the most deserving figures a name related to the site would be appropriate and Tame View was the most preferred name. Lichfield would be asked if a second road name was needed as the Parish Council believed there should be only one.

**Resolved:** Approved

**187. To consider Community Governance Review**

The Clerk would complete Lichfield District Council's survey and confirm that the Parish Council did not seek any change to the existing parish arrangements.

**Resolved:** Approved

**188. To receive Questions and Reports from Councillors**

Cllr Turley reported that the potholes on Brickhouse Lane were in a poor state again. The worst of these in the centre of the road had been reported to Highways by the Clerk. Cllr Turley said that the pavements in Whittington had been resurfaced and the Clerk confirmed that a request had been sent to Highways for those in Elford to be repaired too.

**189.To receive Correspondence**

SPCA bulletins

Lichfield District Council news items, these had been posted on the website.

Resident regarding potential noise from the planned playground redevelopment, this would be considered when obtaining a final design.

Boundary Commission review, responses sought from the public, although no change planned to this area.

**190.To receive a Financial Report**

There was £6,740 in the current account prior to this month's payments. Earmarked sums for the Senior's account, £1,229, and Playground account, £7989, were approved. It was agreed to implement the National Pay Award.

See appendix 1.

**Resolved:** Approved

**191.To consider authorising Schedule of Accounts for payment**

M. Jones, salary, reimbursement of expenses £580.60; Quilter, pension £14.60  
HMRC £105.20;

Alan Robey, handyman work £65.60;

Village Hall, Post Office and Parish Council meeting room hire £88;

Bennetts, taxi hire £115.20

Scottish Power, electricity, 24.07

R.Harcombe, maintenance, £100

Cllr Wright would authorise the payments.

**Resolved:** Approved

**192. Date of Next Meeting:** Monday 11<sup>th</sup> April, 7pm

The meeting closed at 8.15 pm

Financial Report – appendix 1

(a) Bank reconciliation

BAL B/F	<b>13,579.08</b>	<b>CURRENT</b>	<b>6,740.40</b>
		DEPOSIT(playground)	7,989.03
		95 DAY NOTICE (taxi)	229.46
RECEIPTS	17539.89	earmarked for playground	
		9,263.20	
PAYMENTS	16160.08	earmarked for taxi	
		1,043.85	
<b>TOTAL</b>	<b>14,958.89</b>		<b>14,958.89</b>

(b) Performance against budget

<u>Heading</u>	<u>Budget sum</u>	<u>To date</u>	<u>Remaining</u>
<b>Staff costs</b>	5722.00	5815	-93
<b>Admin</b>	2435	3281	-846
eg room hire, taxi, solicitor, subs			
<b>Maintenance</b>	5685	5620	65
eg mowing, handyman, electricity			
<b>S137</b>	0		
<b>Unplanned</b>	0	130	
	<b>13842</b>	<b>14846</b>	<b>-1004</b>

Amounts overspent would be transferred from reserves.

(c) Earmarked sums at end of financial year to be approved:

£1,000 donation received from coffee shop funds for seniors taxi and other activities, so earmarked sum 2022-23 will be £1,229.46

Playground fund 2022-23 £7989.03

(d) The National Pay award has been agreed – This council takes note of the NJC National Salary Award and authorises its implementation. Back pay to March 2021 will be added to April's Clerk's salary and the new rate implemented from April.

(e) VAT Claim sent to HMRC