



## Minutes

### Meeting of the Parish Council

Monday 11<sup>th</sup> April 2022 at 7 pm at Elford Village Hall

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

In attendance: Mrs Jones (Clerk), District Cllr Warburton.

#### Open Forum

No residents present.

#### 1/22. To receive Apologies for Absence

Cllr Biden had apologised due to a prior commitment.

District Cllr Leytham had also apologised due to illness.

#### 2/22. To receive Declarations of Interest

None received.

#### 3/22. To approve the Minutes of the Meeting of 14<sup>th</sup> March 2022

The draft Minutes were approved and signed.

#### 4/22. To consider HM The Queen's Platinum Jubilee celebrations

The organiser had confirmed that a committee had been formed to plan the event. A short firework display had been arranged, and a nominal fee of £10 for each group's pitch was proposed to pay for this. Leaflets about the event would be delivered shortly, and Cllrs offered to help with this. It was agreed to purchase lamppost signage and bunting to a maximum of £200 for the celebrations. An Elford in Bloom initiative would take place to coincide with the celebrations and the Flower Festival at St Peter's Church. Requests would be made for road sweeping prior to the events.

**Resolved:** Approved

**5/22. To co-opt a Member of the Parish Council to fill a casual vacancy**

Mrs Rebecca Delderfield arrived after item 12 as she was unavoidably delayed. It was RESOLVED that she should be co-opted as a Member of the Council. The Declaration of Acceptance of Office was signed.

**6/22. To receive the Clerk's Report**

Street naming – The road naming officer had confirmed that the Parish Council's suggestion of Tame View would be forwarded to Royal Mail and the developer.

Pavements – The Community Highways officer had escalated the process for repair of the damaged areas previously reported.

Right of Way 8 – A resident had contacted the Rights of Way Team about the lack of progress on resolving the matter and had also informed County Cllr Alan White.

**Resolved:** Approved

**7/22. To consider any Planning matters:**

No new applications.

The S106 agreement for the former Social Club site had been signed.

**Resolved:** Approved

**8/22. To receive an update on the development sites**

No further information had been received.

**9/22. To consider Playground refurbishment and grant funding**

The revised quote following redesign after the consultation was expected shortly, and feedback would then be obtained on these from users of the playground. The funding consultant had again stressed the importance of providing evidence of community use of the area to gain grant funding; some examples of current and future uses were given. Cllr Payne would circulate these and Cllrs were asked to suggest further examples of community events and uses of the area beyond merely as a playground.

**Resolved:** Approved

**10/22. To consider siting of benches donated by a local firm**

A firm operating from Elford Lowe had kindly offered to supply free of charge up to 3 benches to be located around the village and would be thanked by the Parish Council. These would be located at the Croft Close/ The Beck junction, The Beck/Burton Road junction and at the Sportsfield. Cllr Gilbert would co-ordinate collection, treating and installation of these with Alan the handyman.

**Resolved:** Approved

### **11/22.To consider a village CCTV system**

Cllr Turley reported on information given by a local CCTV firm. Cllrs discussed preferred locations and agreed that it would be necessary to ask owners of nearby properties for permission to locate cameras there. It was agreed to also seek advice from another firm before detailed quotes were obtained.

**Resolved:** Approved

### **12/22. To receive Questions and Reports from Councillors**

Cllr Wright reported that an issue raised about dogs not on leads had been resolved. Cllr Payne reported on a missing panel from the playground shed, Alan would be asked to repair it.

Cllr Payne also asked about the process for CIL funding applications. Interested organisations would be sent the application form and guidelines.

Cllr Hilderley reported on the poor state of the Green Lane off Harlaston Road.

Cllr Gilbert reported on a van frequently parked in a dangerous location on The Beck, PCSO Costas Karpi would be asked to deal with this.

Cllr Turley mentioned an invitation to an event to celebrate the life of Francis Paget, he would accept this on behalf of the Parish Council.

There would also be a trip from Elford to Awoingt on 24<sup>th</sup> June, Cllrs were welcome to attend.

Cllr Warburton reported on various initiatives at Lichfield District Council to improve the services offered to residents. Changes to recycling arrangements had been communicated to residents.

### **13/22.To receive Correspondence**

SPCA bulletins

Invitation to Cllrs to attend an event to celebrate contribution of Rev Francis Paget to Elford

Safer Roads Partnership – previous request for speed limit stickers– not required

Resident – insurance paperwork for helicopter

Resident – suggestion that more spring bulbs are planted on verges

Resident – regarding use of The Avenue

### **14/22.To receive a Financial Report**

See appendix 1.

**Resolved:** Approved

PJT

**15/22.To consider authorising Schedule of Accounts for payment**

M. Jones, salary, back pay, expenses £587.27; Quilter, pension £14.60  
HMRC £123.40;

Alan Robey, handyman work £65.60;

Village Hall, Post Office and Parish Council meeting room hire £77.50;

Bennetts, taxi hire £86.40

R. Harcombe, maintenance £145

A. Cox, Avenue mowing £80.00

Staffordshire Parish Councils Association, balance of subs £4.73

Cllr Payne would authorise the payments.

**Resolved:** Approved

**16/22. Date of Next Meeting:**

Annual Meeting of the Parish Council, Thursday 12<sup>th</sup> May, 7pm

Annual Parish Assembly, Thursday 12<sup>th</sup> May, 8pm

The meeting closed at 8.40 pm

ATJ

Financial Report – appendix 1

End of year accounts circulated to Councillors

(a) Bank reconciliation to 31.3.22

BAL B/F	<b>13,579.08</b>	<b>CURRENT</b>	<b>6,006.41</b>
		DEPOSIT(playground)	7,989.03
		95 DAY NOTICE (taxi)	229.46
RECEIPTS	17899.17		
		earmarked for playground	
		7,989.03	
PAYMENTS	17253.35	earmarked for seniors	
		229.46	
<b>TOTAL</b>	<b>14,224.90</b>		<b>14,224.90</b>

The sum earmarked for seniors is £1229.46 following receipt of £1000 donation, transferred from the current account in April (less taxi payments of 201.60 in February and March 2022).

(b) Performance against budget

<u>Heading</u>	<u>Budget sum</u>	<u>To date</u>	<u>Remaining</u>
Staff costs	5722.00	0	5722
Admin	2435	3387	-952
eg room hire, taxi, solicitor, subs			
Maintenance	5685	5792	-107
eg mowing, handyman, electricity			
<b>\$137</b>	<b>0</b>		
Unplanned	0	130	
	<b>13842</b>	<b>9309</b>	<b>4533</b>

Additional sums for admin and maintenance can be met from reserves.

(c) PAYE end of year reporting completed and new financial year begun.

(d) Standing Order for Clerk's salary cancelled, this will be paid by BACS with other payments.

(e) Annual Governance and Accountability Return paperwork received. Internal Audit takes place in May and the Parish Council will self-certify as last year.