

Minutes of the Parish Council Meeting
held on Wednesday, 25 April 2007 at 7.30 pm
in the Village Hall, Abbots Bromley, pursuant to notice having been given

Present: Cllrs: PJ Charles (Chairman), AE Elkington, RT Esling, L Fox, RSV Jarman, K McLoughlin, J Needham

Also present: EA Roy (Clerk)

Apologies: Apologies were received from Cllrs C Cook, DT Eatough and Borough Councillor Fox.

Members of the public attending:
None.

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Minute 1: Public Session

There being no members of the public present, there was no public session.

Minute 2: Minutes of previous meeting

RESOLVED that the minutes of the previous meeting on 28 March 2007 be accepted as an accurate record.

Minute 3: Declarations of interest

There were no declarations of interest.

Minute 4: Matters arising and matters of report

4.1 Circulated documents: There were no issues arising from circulated documents.

4.2 Parish Assembly: The Clerk introduced meeting notes from the Parish Assembly and reported that the number in attendance this year had been 33, compared to 56 and 29 respectively in 2006 and 2005.

The general feedback was that the extra space and start with refreshments made for a greater community feel. The addition of more stands might help to bring in additional people. As a follow up to one of the questions asked, the Footpath Society is going to lay slabs on the footpath from Schoolhouse Lane along the back of Bagot View. The Clerk was asked to write to Mrs Mann thanking her for her contribution to the evening. There was some discussion of how to determine the responsibility for various paths around the village but with no conclusion reached.

- 4.3 Community Council workshop:** Cllr Esling gave a brief report on his attendance at a workshop organised by the Community Council. The day was interesting in parts, but with only two attendees, the opportunity for exchanging information with other delegates was rather limited. Although not publicised, each of the events was linked to a specific district council. The day did highlight the importance of LAAs/LSPs.
- 4.4 Healthcare Commission:** Cllr Esling suggested that the Council might want to emphasise to the investigation the high value that local people place on the work of CFRs. Agreed that a letter be constructed to convey this message to the investigating team and copied to Michael Fabricant.

Minute 5: Planning

5.1 Applications

499 - HO/22673/002: 6 Ashbrook Lane: Erection of a front porch
Received: 30/03/07 Replied: 11/04/07 Response: The Parish Council raises no objection to this application.

500 - HO/31265/001: Yew Tree Cottage, High Street: Installation of a satellite dish
Received: 02/04/07 Replied: 13/04/07 Response: The Parish Council raises no objection to this application.

501 - HO/03181/014: The Forge House, Bromley Wood Lanes: Erection of a detached double garage and storage building
Received: 10/04/07 Replied: 26/04/07 Response: The Parish Council raises no objection to this application.

502 - HO/30424/004: Genolden, Ashbrook Lane: Erection of a two storey side extension, a single storey rear extension and rear conservatory. Formation of a chimney, installation of two dormer windows on the front elevation, a front porch and a detached single garage.
Received: 23/04/07 Replied: 26/04/07 Response: The Parish Council raises no objection to this application.

RESOLVED: That the Clerk communicate these responses to the local planning authority.

5.2 Decisions

The following applications have been **AGREED**

493 - LB/20212/012: Leacross, Bagot Street: Retention of satellite dish

494 - HO/31051/002: 1 Bagot Court, Bagot Street: Erection of a two-storey rear extension and single storey side extension to existing garages to form bin store

The following applications have been **REFUSED**

495 - LB/11242/017: Bagot Arms, Bagot Street: Internal alterations to include replacement of window, door and flooring, formation of steps and decking area, replacement shutters, new external door and window and repainting exterior of building

The following applications have been **REVISED** – None

The following applications have been **WITHDRAWN** – None

5.3 Correspondence and other planning matters

The Clerk reported that ESBC have now submitted the "Statement of Community Involvement" to the Secretary of State. This starts a further consultation period, ending on 29th May, during which the Council may comment on the submission document. He reminded members of the key role that the SCI played in the creation of the remainder of the Local Development Framework.

There was a pile of rubbish in the Bagot Arms car park and it was suggested that this represented a fire risk. The Clerk was asked to contact the Enforcement Officer.

Minute 6: Financial Matters

6.1 Financial report

The Clerk introduced the end of year financial statement to the end of March, and gave a brief report on items outstanding at year end. The overall impact was that the Council held an additional £3349 at the year end than had been forecast when the budget was prepared. However, there were some outstanding commitments that offset part of this sum. The Clerk also reported that the money owed by the developer for work on the Nuttery access path had now been received.

RESOLVED: That the statement be approved and the Chairman sign the report.

6.2 Report on payments made since the last meeting

The Clerk reported that no payments had been made since the last meeting.

6.3 Bills to pay

The Clerk introduced the following for payment:

Vch/Chq	Payee	Amount	Details	Powers
1/820	Community Council	20.00	Renewal of membership	LGA 1972 s.143
2/821	SPCA	370.00	Annual subscription	LGA 1972 s.143
3/822	Public Works Loan Board	1661.27	Village Hall loan repayment	LGA 1972 Sch. 13
4/823	ESBC	830.33	New signs at Paget Rise	LGA 1972 s.144
5/824	Eric Roy	399.85	Clerk's salary/expenses	LG(FP)A 1963 s.5 LGA 1972 s.112(2)
6/825	Graham McCulloch	296.00	Grass cutting	OSA 1906 s.10
7/825	Graham McCulloch	45.00	Devolved maintenance	LGA 1972 s.101
7/825	Graham McCulloch	30.00	Removal of Nuttery debris etc	OSA 1906 s.10
	TOTAL payments	3652.45		

RESOLVED: That these payments be made.

6.4 Section 137 payments

The Clerk reported that a request had been received from County Air Ambulance and reminded the Council that it had previously supported the Air Ambulance, but made no grant in 2006/2007. There was a short discussion on the principles that should be applied when considering such requests and the possibility of developing a policy was mentioned. A grant to St Giles Hospice was also proposed. (The Chairman declared an interest at this point and took no further part in the discussion). An additional donation of £20 to St Giles for work by K Cadman on the Jubilee Cup certificate was also proposed.

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>
8/826	County Air Ambulance	500.00	Grant
9/827	St Giles Hospice	500.00	Grant
9/827	St Giles Hospice	20.00	Re K Cadman
	TOTAL payments	1020.00	

RESOLVED: That the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should make the above payment which is, in the opinion of the Council, in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

6.5 Other financial matters

- 6.5.1 **Insurance renewal:** The Clerk reported that an invitation to renew cover has been received. Cllr Fox offered to participate in a review of the current cover prior to the next meeting.

Minute 7: Group Reports

7.1 Recreation

The Clerk reported that he had received a further letter of complaint about bad language graffiti on the play equipment from the same person. Arrangements to re-paint the equipment had been delayed until after the end of the school holiday.

Some progress has been made towards obtaining a quotation for the repair/replacement of fencing at the Millennium Green.

The Clerk reported that the annual inspection of the Millennium Green play area was soon due and a number of options were available ranging from a basic inspection to a full audit against the requirements of the Disability Discrimination Act.

RESOLVED: That the Council commission a normal annual inspection of the Nuttery but also request a DDA audit for the Millennium Green area to see what opportunities there might be to improve access.

7.2 Village Property

The Clerk noted that the new tree had been well watered over the winter but the recent dry spell, if it continued, would put the tree at risk. A number of possibilities for watering were considered and the Chairman offered to intervene as an interim arrangement.

Cllr Elkington reported that he and Cllr Eatough had surveyed the litter bins throughout the village, and would recommend that a consistent style should be adopted to match the example outside Meadows.

7.3 Traffic, Parking, Highways

The Clerk read an email from David Thompson describing a problem with access to the surgery due to inconsiderate parking at the ramped access point. It was concluded that this is actually a surgery issue, and indications were that they are already aware of it.

The flooded state of Narrow Lane was discussed and it was noted that there was little chance of it drying out to the state where Highways can work on it. The Clerk was asked to write to Richard Rayson and suggest that we appoint a contractor if he is not able to do so.

7.4 Competitions

Cllr Elkington reported that there were no posters to be judged – these would be collected on Friday and then judged and put up. Access to Taswell's has been agreed, and permission given for the winners to be displayed in the Top Shop.

It was suggested that some proper terms of reference for the competition should be drawn up, so that conditions of entry are clearly defined. This would help ensure that the process for running the competition and ability of the Council to keep entries (or cancel the competition) are formally stated.

The Crown Car park was noted to be untidy recently with litter and discarded plastic bags.

7.5 Newsletter

Cllr Esling reminded members that there was a plan to produce the next issue including feedback from the Assembly and names of the new Councillors. Since this would now not be until June, it was agreed that the Village Design Statement should be sent out first with its own covering letter. Any items for inclusion in the Bulletin should be with the editor by the next meeting. A number of ways of introducing the members of the Council in the Bulletin were explored.

7.6 School Governor's Report

In the absence of Cllr Eatough there was no report.

7.7 RISES

Cllr Fox reported that the money currently held would be assigned towards new litter bins.

7.8 Village Hall

The Clerk reported that the AGM had been held, a new secretary appointed and that the committee had also gained a representative from the Tennis Club.

Minute 8: Correspondence, bulletins and reports

8.1 **Michael Fabricant MP:** Has written acknowledging the letter of support from the Council and offering an informal meeting. The Clerk was asked to write thanking him for the offer and suggesting that we will take it up at some point when there is a relevant issue.

8.2 **SPCA:** Chief Executive's Circular 33 was received at the end of last month. The Clerk was asked to make arrangements to attend the annual training day.

- 8.3 **LocalKids.co.uk:** Have provided details of a networking event at the Meadowside, Burton on Tuesday 15th May.
- 8.4 **CPRE Staffordshire:** Have provided a copy of their annual report and an invitation to attend the AGM on Saturday 5th May at Whitmore Hall.

Minute 9: Election Update

- 9.1 The Clerk introduced a letter and notice from the Returning Officer drawing attention to the unopposed election of six Parish Councillors to serve from May 2007. The letter reminds the Council that it has 35 days in which to co-opt additional members to fill the vacancies, after which ESBC would call an election if the full complement of members was not achieved.

In practice, this means that the Council must decide on any co-options at the next meeting on 16th May since the June meeting will be beyond the 35-day timescale.

- 9.2 The Clerk proposed the following course of action:
 - That the elected members of the incoming Council approach those who they consider would make effective members of the Council, and ascertain their willingness to be co-opted.
 - At the meeting on 16th May, the elected members nominate those who they believe should be co-opted giving brief summaries of the reasons why. If more than three nominations are made, then a vote will determine the three new members.

Minute 10: Code of Conduct

- 10.1 The Clerk introduced a recent Statutory Instrument making an order for the introduction of an updated Code of Conduct. He gave a brief summary of the background to the new code and outlined some alternative courses of action.
- 10.2 ***RESOLVED: That the Council adopt the Model Code of Conduct introduced by SI 1159 with effect from 3rd May 2007.***

Minute 11: Items for agenda of next meeting

- Signing of declarations of acceptance of office
- Annual meeting of the Council
- Co-option of three additional members
- Receive recommendations on renewal of the insurance policy
- Receive recommendations on litter bin replacement programme
- Planning of stalls for Horn Dance day

Minute 12: Date, time and place of next meeting

It was agreed that the next meeting should be held at 7.30pm on Wednesday 16 May 2007 in Church House, using the upstairs room if available.

The Meeting concluded at 21:24pm.

Chairman Date: