

**Minutes of the Barlaston Parish Council Meeting
Held on Tuesday 6th. November 2012.**

Present: – Gareth Jones
Chairman

Paul Fisher	John Russell
Sara Fearn	Patrick Linehan
Steve Hall	Tony Dodd

Apologies: Ian Parry, Viv O'Dunne, Elaine Philpott

In attendance: Lynne Bakker Collier

There were no declarations of interest made before the meeting began.

Open Forum

No one present to raise any matters.

Minutes of the meeting held on October 6th. 2012

254: RESOLVED: That the minutes of the meeting held on October 6th. be approved and signed by the Chairman.
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Matters arising

255. Re. Minute 220n.) It was agreed not to pay the invoice until the work had been inspected by members of the Cemetery Committee.

256. Re. Minute 220p.) The Clerk would assist the Church Warden in this matter if contacted.

257. Re. Minute 231- Councillors Jones and Linehan would meet with members of the Allotments Association to discuss the identified problems for residents of Barlaston requesting a plot. It was hoped negotiations could lead to a review before the next A.G.M. of the Association.

258. Re. Minute 240- the Police had confirmed their attendance; other arrangements were in hand.

259. Re. Minute 246- Councillor Fisher undertook to look into the ownership of the strip of land.

260. Re. Minute 247- Councillor Dodd agreed to speak to Pippa Dee on the matter.

Report by Chairman

261. The Chairman reported that the Samaritans had posted notices besides the two local crossings and it had been suggested to him a donation to the organisation should be considered.

262. He recognised the good work of the County Council Highways Teams undertaken recently to deal with identified problems such as blocked gullies and grids. The Clerk suggested that the crews involved had worked extremely well but thought should be given as to how some of the perennial problems of weeds and hedges should be dealt with as the level of service was less than in previous years,

263. The Chairman had again contacted the Stoke-on-Trent City Council regarding maintenance of the grounds at Wedgwood Memorial College.

264. He reported on-going frustration at the lack of progress by the Borough Council in deploying human resource to produce a development framework plan for the Wedgwood College as requested.

265. The Chairman outlined a way forward to define the Neighbourhood Plan Boundary as the Parish Boundary as a first step to identifying a process towards preserving the local environment with a focus on possible development sites such as the Memorial College.

266. Two parishes in the Stafford Borough had already defined their plan boundaries and it was agreed that the Parish should undertake a similar process.

267. The Clerk would undertake the writing of the relevant required documents in due course.

268. There was some discussion over the process of producing a detailed Neighbourhood Plan and the potential use of a Neighbourhood Development Order to attempt to limit developments. The draft Stafford Borough Council Framework had been produced and did refer to limited development in terms of housing in Barlaston which was seen as a key service village in the Borough.

Report by Borough Councillor

269. Councillor Bakker Collier had attended the recent meeting for Councillors with representatives from Stafford & Rural Homes and was impressed with the effective action for several residents having problems in their property.

270. She had also attended the Parish Planning Forum.

Barlaston West Ward- Parish Council Vacancies

271. A letter of resignation from Councillor Peter Stevenson was read by the Clerk. His resignation was accepted and the Clerk had posted a Notice of Vacancy on the noticeboard.

272. The Clerk would await the outcome of this notice before taking further action which might lead to a co-option.

273. The Chairman agreed to write to Councillor Stevenson thanking him for his contribution to the Council and it was agreed to purchase a gift as a token of appreciation for his service.

274. The co-option of a Councillor to the existing vacancy could now be filled and the Clerk had distributed the papers submitted by the four interested parishioners.

275. The Clerk outlined the recommended procedure for an appointment that would be a short interview for each applicant to be conducted in a consistent and fair manner.

276. It was agreed to convene a special meeting of the Council on November 19th from 7.00 p.m. in the Village Hall which would be open and all Councillors would be invited to attend and agree a co-option.

277. It was agreed to ask each candidate to account for their interest in becoming a Councillor over a period of 15 minutes.

278. The Clerk would contact each candidate inviting them to attend for interview.

Finance Report

279. The following items were considered and approved

Finance Report.			
	NET	VAT	Total Cost
a.) Neil Hemmings- Allowance	£48.00		£48.00
Postage	£6.20		£6.20
Travel to Stafford and return x2	£16.00		£16.00
b.)PJS Landscapes – Cemetery Mowing	£141.00	£28.20	£169.20
c.) Stafford B.C.- Civic Amenity Visit	£125.00	£25.00	£150.00
d.) Biffa Waste- Cricket Club	£46.68	£9.34	£56.02
e.) S.P.C.A.- AGM Lunch (Cllr. J. Russell)	£10.00		£10.00
f.)PJS Landscapes – Cemetery Mowing	£141.00	£28.20	£169.20

g.) Stafford B.C-MUGA. Quarterly Inspection	£50.00	£10.00	£60.00
h.) Catalyst2 Services- Web domain renewal	£11.99	£2.40	£14.39
i.) Greenfingers grass cutting	£412.00	£82.40	£494.40
j.) Audit Commission- Annual fee	£310.00	£62.00	£372.00
k.) Biffa Waste Collection- Cricket Club	£44.86	£8.97	£53.82
l.)Town & Country Services- grass cutting Flaxman Close	£90.00	£18.00	£108.00

m.) The October salaries for the Clerk, Transport Co-ordinator and litter pickers have been met.

n.) The Clerk reported that all the grass cutting for the year was complete and the four different contractors had managed a satisfactory service in a very wet summer.

o.) The Clerk would produce a draft budget for 2013/14 for a general discussion regarding spending priorities for the next meeting. Councillors were asked to consider priorities for expenditure other than known costs.

Planning Update

280. There had been a Planning Committee meeting earlier in the evening that had considered two applications. Comments would be submitted by the Clerk, he would also circulate documents to the Planning Committee from the recent Parish Planning Forum.

Village Plan

281. The Environment working group had met and benefitted from the input of Saul Hocking from the Borough Council. He had offered advice and support and provided the group with three high visibility jackets. The group would initially target dog walkers along the canal towpath; Councillor O'Dunne was speaking to the school regarding an environmental awareness project at the school and the possible visit of an officer from the Borough Council Environment Team.

282. The Transport group were still to meet and it was hoped a volunteer to lead the group would come forward. Councillor Fisher reported on an authorised vehicle monitoring speed on Station Road and that the details of speeding vehicles could be identified and passed back to the Council from the police.

Voluntary Transport Scheme

283. There had been 14 lifts during October. Councillors Jones and Linehan agreed to act as volunteer drivers if they were available to assist with the requests.

Canal Towpath

284. It was agreed to pursue permission from the Canals Trust to repair the potholes on the towpath from the Plume of Feathers towards Wedgwood. The Clerk reported that he had spoken to the Trust who had no funding to undertake this work; it was agreed to obtain an estimate for the work from a local contractor, if permission was granted.

Correspondence and Clerk's Report

285. The Clerk's actions were noted and agreed.

286. It was agreed that there may be some savings in expenditure by working with other parishes to undertake running some Borough & County Council services in the future; the Clerk reported he had no major complaints relating to the current agreed statutory provision.

287. It was noted that the Village Show Committee now had a balance of £1960 and had made a small bursary to a local cause. The possibility of spending some money on plants for the village was suggested.

288. It was agreed not to agree to support the "part night" lighting reduction initiative at this time and this decision would be forwarded to the County Council.

289. It was agreed to write to Bill Cash M.P. outlining several matters of local concern that he might assist the Council with.

290. The meeting dates for 2013 were agreed.

291. Members read a recent article from the Sentinel regarding a fence alongside the pool on the WWRD estate and the various environmental arguments from the parties concerned.

Any other business – Agenda items for meeting to be held on December 4th. 2012

292. It was agreed to discuss the WWRD consultation event and financial priorities for 2013 at the December meeting.

Note by Clerk

293. The Parish Council meeting closed and members re-convened as the Village Hall Trustees.

Village Hall Committee Report

294. Councillor Jones referred to the recent minutes of the Committee and Councillor Fisher outlined a proposal to install a new cupola to the roof of the Village Hall to allow warm air to exit the Hall and reduce some of the ventilation and heat problems. Councillor Fisher outlined the proposed design which was in keeping of the design of the Hall. An estimated cost for the cupola was £800 plus the installation costs that would include an electric extractor fan.

295. The Trustees supported this proposal.

296. Councillor Fearn still felt that the heating in the meeting room was inadequate and the two portable heaters should be available for use by the Trustees.

297. The Clerk outlined recent problems with Biffa and that a larger bin of 660 litres had now been contracted.

298. It was hoped users of the Hall on Remembrance Day would observe silence at the appropriate time of the service on the Village Green.

Chairman

