

Minutes of the Annual General Meeting of Barlaston Parish Council held on Tuesday 7th May 2013

Present: – Gareth Jones Chairman

Tony Dodd	Ian Macmillan
Sara Fearn	Viv O'Dunne
Paul Fisher	John Russell
Elaine Philpott	Sarah Broome
Patrick Linehan	

In Attendance:-
Kerry Ashdown
(Staffordshire
Newsletter)

Appointment of Chairman and Vice-Chairman for 2013/2014

1. **RESOLVED:** That Gareth Jones be appointed as Chairman and Paul Fisher as Vice-Chairman for 2013/14.

Apologies

2. Apologies received from: Steven Hall and Lynne Bakker-Collier.

Minutes of the Meeting held on April 2nd 2013

3. **RESOLVED:** That the minutes of the meeting held on April 2nd be approved and signed by the Chairman.

Matters arising

4. Re. Minute 508: Several examples of a slow response to the reporting of incidents to the local police were noted. It was felt that there was a lack of coverage for the area and Councillor Jones had contacted the Police Commissioner on this matter.

5. Re. Minute 513: The Chairman updated the Council on the progress of the design brief relating to Wedgwood Memorial College. He reported that some of the initial recommendations suggested by Robert Gatensbury at the April meeting had been challenged by officers from the Borough Council and the County Council.

6. As a result it was thought that the retention of the two main buildings on the site would be challenged to improve the value of the site for possible development. The Highways authority were concerned and opposed over any additional access to the Limes site from Station Road.

7. To date there had not been any meeting between Stoke-on-Trent Council and the Staffordshire County Council which was a concern; if such a meeting was to be called the Chairman hoped he would be invited to attend.

8. The Chairman reported that the Borough Council had indicated to him that the design brief did not maximise the development potential of the site but it recognised that the arboretum should be retained. Finally the difficulty of access to the site and the slope on the Limes site did present difficulties that needed further consideration. It was not known when a final report would be received for further consideration.

9. Re. Minute 523: Councillor Fearn had met with the Vicar regarding the spread of ivy on trees in the Cemetery. Eight trees were affected and it was agreed should be treated at a cost of £95 to be shared between the Parish Council and the Church.

10. Re. Minute 530: The Chairman reported no further action on this matter.

11. Re. Minute 531: The 22nd June was the date set for the opening of the Post Office in the Londis store. Councillor Jones would try to establish if the post-box in Longton Road at the current post office would remain.

12. Re. Minute 532: This minute was amended.

13. Re. Minute 536: The Chairman reported that there had been considerable support for the Support Stafford Hospital Campaign.

14. Re. Minute 538: This matter was in abeyance.

15. Re. Minute 541: The Chairman reported that the parking of cars in Broughton Crescent was causing a problem with parents visiting the school and some complaints had been passed on to the school.

16. Re. Minute 549: There had been no response from Stafford & Rural Homes on this matter.

17. Re. Minute 550: The Chairman had spoken to Bill Cash M.P. on this matter but had not received a response to date on his recent email to him regarding the possibility of a footbridge over the railway line.

Appointment of Members to Committees

18. The Clerk had circulated a list to members with suggested committee membership. The Chairman asked if members were happy with these appointments and they were agreed as stated below.

Barlaston P.C. Committee Membership 2013-14

19. **RESOLVED:** That committee membership for 2013/14 be as follows:-

Planning Committee-meets as required	
Tony Dodd	
Sarah Broome	
Paul Fisher- Chair	
John Russell	

Ian Macmillan	
Elaine Philpott	
Patrick Linehan	
Steve Hall	

Joint Playing Fields Committee-meets twice a year	
Sara Fearn	
Paul Fisher	
Gareth Jones (Rep. S.B.C)	
Elaine Philpott	
John Russell	
Patrick Linehan- Chair	
Peter Taylor Barlaston C.C.	
Ray Mosley Barlaston C.C.	
Neil Davies Barlaston C.C.	

Finance Committee- meets once a year	
Viv O'Dunne	
Ian Macmillan	
Elaine Philpott	
Gareth Jones Chair	
Steve Hall	
Paul Fisher	
Patrick Linehan	
Sarah Broome	

Health and Safety Committee- meets as necessary	
Tony Dodd	
Gareth Jones	
John Russell	

Cemetery Committee- meets twice a year	
Sara Fearn	
Gareth Jones	
Elaine Philpott	
Paul Fisher	
Dennis Twigg	

Rights of Way Committee-meets as necessary	
Tony Dodd	
Gareth Jones	
Viv O'Dunne	
John Russell	
Sara Fearn	
Paul Fisher	

Report by Chairman

20. The Chairman had no further matters to report that were not covered by the meeting's Agenda.

Report by Borough Councillor

21. Nothing to report

Report by County Councillor

22. No report received

Finance Report

23. The Clerk presented the following items for consideration and approval.			
	NET	VAT	Total Cost
a.) Neil Hemmings- Allowance	£48.00		£48.00
b.) Paint-bus shelter & bollards-BKV	£28.17		£28.17
c.) Postage	£13.20		£13.20
d.) Wood repair to bus shelter-BKV	£18.30		£18.30
e.) Mileage- Stafford and Little Haywood- SPCA Meeting	£17.60		£17.60
f.) Photocopying -BKV	£5.00		£5.00
g.) PJS Landscapes- monthly Cemetery Maintenance	£235.00	£47.00	£282.00
h.) Lynne Bakker Collier- Postage refund	£1.19		£1.19
i.) Town & Country Services- Road Sign Cleaning	£55.00	£11.00	£66.00

j.) S.P.C.A. – Annual Membership Renewal	£479.00		£479.00
k.) Staffordshire C.C.- Allotments rent 2012 & 2013	£1800.00		£1800.00
l.) Biffa Waste Collection-Cricket club	£38.97	£7.79	£46.76
m.) British Gas- Village Hall- Electricity	£418.01	£20.90	£438.91
n.) Tony Shepherd- BKV Planters-materials	£200.00		£200.00
o.) British Gas- Village Hall- Gas	£511.15	£25.55	£536.70
p.) Greenfingers- Grass cutting	£424.00	£84.80	£508.80
q.) Patrick Linehan- BKV materials	£41.75		£41.75
r.) Biffa waste Services- Cricket Club	£29.65	£5.93	£35.58
s.) Town & country Services- Grass cutting	£90.00	£18.00	£108.00
t.) F.M.F. Construction Ltd.- repairs to towpath	£865.00	£173.00	£1038.00
u.) Colour Concepts- BKV signage	£300.00	£60.00	£360.00

v.) C.P.R.E.- Donation	£25.00		£25.00
w.) Blue Cross- Donation	£50.00		£50.00
x.) The April salaries for the Clerk, Transport Co-ordinator and litter pickers have been met.			

24. The Clerk's Finance report was accepted and all the expenditure was authorised by the members.

25. The Clerk presented the Annual Return for the Audit commission. He outlined the accounts statements for the year ending 31/3/13. The Annual Governance Statement was considered and agreed by the members present and signed by the Chairman and Clerk.

Voluntary Transport Scheme

26. There had been 9 lifts during April.

Planning matters and the Neighbourhood Plan.

27. The Planning committee had considered seven applications earlier and the comments would be posted on line.

28. Discussions on the outcome of a discussion between Councillor Russell and the planning department of Stafford Borough Council were deferred until the end of the meeting and were to be conducted in private.

Village Plan –working group reports.

29. Councillor Dodd reported upon a very successful presentation by the Blue Cross Animal Charity that had been organised by Saul Hocking from the Borough Council. Presentations by the Blue Cross Education Team had been given to three classes at Barlaston First School and had been very well received by the children and the teaching staff.

30. It was agreed to send a donation of £50 to the Blue Cross Charity. The Clerk would attend to this and write a letter of thanks to the charity.

31. The Transport group had still not met.

Best Kept Village Competition.

32. It was thought that the initial judging of the village had taken place. The judges would return in June when the planters, troughs and hanging baskets would be in place.

33. Posters had been displayed in various locations in the village and additional litter picks were being organised.

34. The Clerk explained that a licence for the planters and posts on the Green triangle required a licence from the Highways authority. He was attending to this at a cost of £100.

35. Posters drawn by the local Beavers group would be placed on Noticeboards in the near future. Councillor Broome would pass these to the Clerk.

36. It was agreed to take up the offer of Karl Hartley from Ivyhouse Drive to plant the area to the front of the shop on Ivyhouse Drive. He would be thanked for this offer and the plants would come from the Oak Tree Project in Hilderstone.

37. The surrounds of the Village Hall had been tidied by the volunteer group.

38. There was a strong view that the periphery of the Village Green should be left as a wildlife area and notices placed to indicate this. Councillor Linehan would check if an overgrown area was detrimental to the marking and arrange for several suitable signs to be made assisted by Councillor Broome.

Golden Jubilee Award and Certificates of Commendation 2013.

39. After discussion and the consideration of several nominations it was agreed that the Golden Jubilee Award for 2013 be presented to Richard Wright for his service as the village postmaster.

40. Several nominations for a Certificate of Commendation were made and after discussion it was agreed to award two in 2013.

41, The Certificates of Commendation would go to Christine Donohoe for her service to the Barlaston Boys Brigade and to Michael Dunne for his service to the success and management of Barlaston Village Hall.

42. The presentations would be later in the year possibly at a joint Church Service for the Certificates of Commendation and the Duke of York for the Golden Jubilee Award.

A policy to raise awareness for residents in hardship and what assistance is available.

43. Councillor Russell clarified that Scottish Power had conducted a survey showing a large percentage of housing in the Barlaston had poor insulation.

44. He agreed to write a short resume for the Heron and it was agreed that the details of support organisations for the needy could be placed on the website once clarity of the information had been agreed at the June meeting.

Heron

45. Councillor O'Dunne circulated the details of items and articles to be included in the next edition of the Heron.

46. A publication date of early July would be the ideal for circulation.

Clerk's notes and Correspondence

47. The Clerk's report had been circulated prior to the meeting and was accepted.

48. From his report a discussion regarding the use of herbicides and pesticides developed. It was again noted that there was over spraying on some verges by Staffordshire Highways that ruined the neat and tidy appearance on some verges.

49. Councillor Macmillan felt that the comments from Mr Connell at the previous Open Forum should be taken seriously as he believed there were inherent dangers with the use of herbicides used by Greenfingers and Staffordshire County Council. He indicated that he had checked the COSH report for the weed killer used by Greenfingers and he was alarmed with the report of the potential dangers to wildlife and pollution of the watercourses.

Any other business

50. Councillor Fisher had resigned as a Governor of Barlaston First School. After discussion it was agreed that Councillor O'Dunne should be nominated as the replacement governor representing the Parish Council.

51. The Council had felt the meeting with Francis Biard had been useful regarding Neighbourhood Planning.

52. Councillor Russell reported that having spoken to a senior planning officer at the Borough Council it would not be an acceptable idea to support any development in the greenbelt close to the village. It was agreed to drop this idea in any draft of a Neighbourhood Plan.

53. Note by Clerk: The Parish Council meeting closed and members re-convened as the Village Hall Trustees.

Village Hall Committee Report

54. As Trustees of the Village Hall the Council were encouraged to attend the A.G.M. of the Village Hall on May 30th as there a number of urgent matters to discuss.

55. It was agreed that the charges for the Village Hall should be reviewed. Councillor Jones agreed to look into the current charges compared with similar venues. Councillor Fisher remarked that some of the usage of the Hall was for small businesses and not necessarily for the benefit of a significant group of residents from the Barlaston area. This had caused problems throughout the year with noise and complaints over parking on Longton Road which still needed to be addressed.

56. Councillor Fisher requested further detail regarding Minute 8 of the April meeting. Councillor Jones would look into this.

57. The minutes of the April meeting were noted.

Chairman