



BARLASTON PARISH COUNCIL

**Minutes of meeting held on Tuesday 13th September 2016 at 7.30pm.
In Barlaston Village Hall, BARLASTON.**

Present: – Cllr G Jones (Chairman)

Cllr. T. Dodd
Cllr. P. Linehan
Cllr. P. Fisher
Cllr. E. Philpott
Cllr. I MacMillan

In attendance: Mrs K. Squires (Clerk), Mr J. Blount (consultant), 2 members of the public

Absent: Cllr. Hall (apologies received after the meeting) Cllrs. Broome and Gent had tendered their resignations from the Council

Public Question Time

The residents of Nursery Gardens thanked the council for the resolution of issues relating to ground maintenance

Questions were asked about:

The names of councillors represented the residents who lived on Nursery Gardens. The chairman responded that Cllrs. Macmillan, Philpott and O'Dunne were those who lived in the ward.

The bus service: was such a large bus is needed to serve the village? It was explained that although the bus was seldom full when travelling through the village, it picked up passengers from other areas and usually reached its destination fully laden.

448. Apologies. Cllr. O' Dunne had sent her apologies. It was resolved to accept these apologies.

449. Declarations of Interest. There were no declarations of interest.

450. To receive written applications for dispensations under the Localism Act 2011. There were no written applications for dispensations

451. Minutes of full Council meeting of 2nd August 2016. These were accepted as a true record.

452. Matters arising from the meeting of 2nd August 2016 and not otherwise on the agenda.

Account with the Unity Trust Bank. The relevant paperwork and proofs of identity had now been submitted. The Clerk was now awaiting documentation.

Weekly visual check of play equipment. This was now being carried out on a weekly basis by Cllr. Dodd. It was resolved to commission Stafford Borough Council to undertake repairs of the bike ramp.

374. Planting on land on Station Road opposite Plume of Feathers. The license application had been returned to Staffordshire County Council. The Clerk was now awaiting documentation.

422. Complaints from residents of Nursery Gardens. The Clerk had had further contact with the residents of Nursery Gardens and reported that she was received confirmation regarding ownership of the hedge between the development and Old Road. The resident had engaged a gardener to cut the hedge. The Clerk had reported problems relating to uneven footways to Staffordshire County Council and had advised the residents that they were within their rights to also report faults.

424. Trees on Village Green by Spokane House. The Clerk had written to the owner about the trees but had received no response.

441. Voluntary Transport Scheme. This was now being run by the Community Group. A grant application had been received which would be considered at the next meeting. It was resolved to discharge this item.

443. Discontinuation of support for Cricket Club. The club would be informed of this decision at the Joint Playing Fields Committee meeting on 24th September.

421. Churchyard clearance. A meeting with the Archdeacon was to take place on October 6th. Decisions about this issue would be considered after this meeting.

444. Discontinuation of grass cutting of Churchyard extension. The Clerk had received a response from PJS requesting payment for work completed to date and offering, in the light of current circumstances, to continue the grass cutting until the end of 2016 gratis. It was resolved to meet the payment and accept this generous offer.

453. Report of the Borough Council member for the area. Cllr. Jones reported that the deadline for a Staffordshire County Council (SCC) consultation document relating to highways and transport infrastructure had been extended as nobody had received the document.

Cumberland House – an NHS Primary Care team would be available for consultation on 19 – 21 September. The chair would attend and asked that others would also attend. It was suggested that Cllr. Linehan invited the Community Group to attend.

A meeting was to take place with Cllr. Parry (SCC) on 20th September to discuss traffic issues. It was suggested that Cllr. O’Dunne should also attend because of her concerns about the drop-off point of the school bus. The concerns about the speed of south bound traffic on the new roundabout at Meaford would also be raised.

It was noted that the bench at the bus stop had gone missing.

454. Report of the County Council member for the area. Cllr. Parry was not at the meeting

455. Minutes of the Neighbourhood Plan meeting of 17th August 2016. These had been circulated.

456. Recommendations of the Neighbourhood Plan meeting of 17th August 2016 and informal report. Cllr. Fisher updated the council on progress so far which is generally good although Ms. Barter (Urban Vision) had not received the promised contributions from members of the Steering Group. He also explained that there were possible issues around the Wedgwood site, he speculated that these could relate to covenants attached to the original bequest. The steering group were legally entitled to request documents about the land from Stoke on Trent City Council and would be doing so.

457. Planning Committee recommendations.

App 16/24484/COU (amended application). Formerly Blurton Poultry Farm, Blurton, Stoke on Trent, Staffordshire, ST3 3LD. Change of use to B1 Light industrial development to house mechanical workshops for hire boilers and fabrication of HVAC equipment. Concerns were raised about extra traffic and noise levels especially in regard to proximity to the Hospice. The committee accepted that there was a need to develop the site but these issues need to be considered.

App 16/24732/HOU. Demolition of outbuilding and erection of two storey extension and internal alterations at Beech House, 80, Longton Road. No comment.

App 16/24786/FUL. Replacement dwelling at Garden House, 82, Longton Road. No comment.

App 16/24756/HOU. Single storey extension 2, Brookhouse Drive. Flat roof extension on corner. Extension for a sensory room for a disabled child. No comment.

App 16/24306/LDCP. Had been withdrawn.

458. Financial matters:

Bank reconciliation. It was resolved that this was a true record.

Cashflow and budget comparison. This had been distributed.

Schedule of payments

Payee	Amount	Cheque No.
Mrs. Squires, net salary & expenses,	£201.42	2195
Mr. Moorewood, salary and expenses, 486.59 x 0.8	£364.65	2196
Greenfingers, Mowing verges	£374.40	2197
Greenfingers, Mowing The Green	£544.42	2198
Town & Country Services, Flaxman Close mowing	£162.00	2199
PJS Landscapes, Churchyard extension mowing	£307.20	SO
Cllr. Jones. Chairman's Allowance	£250.00	2200
Groundwork UK, Return unspent grant	£2400.00	2201
Stafford Borough Council, Civic Amenity Visit	£170.00	2202
Stafford Borough Council, Play area inspection	£60.00	2203
Biffa. Barlaston Village Hall, waste collection	£228.54	2204
Biffa. Barlaston Cricket Club, waste collection	£55.20	2205
Methodist Church Hall (Neighbourhood Plan meeting 17/08)	£20.00	2206

It was resolved to approve these payments.

Clerk's overtime. It was resolved to pay the Clerk overtime for work accrued up to the start of September in October.

Jury service. The Clerk reported that she was no longer needed for Jury service.

459. Attendance at Stafford Borough Council Parish Forum at 7pm on 29th Sept. 2016. Cllr. Jones and Mr. Blount would attend.

460. Questions from Councillors.

Mr. Blount explained the purpose of this agenda item.

Cllr. Fisher asked what action would be taken about the new sign at The Upper House. Cllr. Jones was to talk to SBC planning department.

461. To receive reports from representatives:

Barlaston Community Group. The Big Tea Party was very successful and attended by over 60 people.

Barlaston Village Hall Committee. The Village Show was successful despite the rain. It was resolved that a letter should be sent to Mrs. Coates thanking her for her work in co-ordinating the event. A discussion about the future of the show took place.

462. Correspondence and circulars.

SPCA. Weekly briefing notes.

SLCC. News update.

SBC Planning. Weekly list.

SBC Invitation for Chairman to Remembrance Day event

SBC. Digest.

463. 2016 Diamond Jubilee Award. It was resolved that the award would be presented during December. Mrs. Coates would be awarded the bowl and a certificate of commendation would be presented to the staff of Kitson's Chemist.

464. Casual Vacancy. There were now 3 vacancies on the Parish Council. It was resolved to co-opt Mrs. Moran to the council. Stafford Borough Council had published 2 notices of vacancy which would be on the notice board until October 5th. It was resolved to advertise the vacancies on the village notice boards and the website.

465. Date for the Playing Fields Committee meeting. 24th September 2016.

466. Exclusion the press and public under S2 and S3 of the Public Bodies (Admission to Meetings) Act 1960 during consideration of items 467, 468 and 469. There were no members of the press or public present.

467. Situation report. This was discussed. The recommendations of Mr. Toplis, the internal auditor, and Mr. Blount, the consultant were considered. Accordingly the following resolutions were agreed: Resolved to forward the situation report to Grant Thornton, the external auditors.

Resolved to set up a meeting with HMRC.

Resolved to note the impact of filing and research on Council costs.

Resolved to seek legal advice about the recovery of Council funds and the best way forward when dealing with HMRC and other authorities.

Resolved to research the legal relationship between the Council and the Village Hall and take steps to put appropriate structures in place.

Resolved to review the Risk Assessment.

Resolved to set up a meeting with the Allotment Association.

Resolved to carry out an inspection of assets. A date to be arranged at the October meeting.

Resolved that web site be improved to meet accessibility guidelines and the latest Local Government Transparency Code.

Resolved to arrange a training evening with the Staffordshire Parish Councils' Association for January.

Resolved to seek an 'in principle' loan offer from the Public Works Loan Board in case the tax demand exceeds the Council's ability to pay.

It was resolved to investigate if legal costs might be covered by the insurance policy.

Resolved that the council would no replace stolen or damaged benches but that memorial benches, donated by parishioners and made to agreed specifications would be considered.

468. Staff contracts. It was resolved to accept these. It was resolved to increase the Clerk's hours to 6 hours per week. It was resolved to discharge this item.

469. Mowing and Minor Works contracts. The minor works contract needed amending to include cost.

470. Items for next meeting.

School bus drop-off point

Neighbourhood Plan – undertake Regulation 14

Quotes for mowing and minor works contracts

Grant application from Community Group

Date of asset inspection

Employment committee meeting for appointment of new Clerk
Unauthorised sign on The Green
Refurbishment of bench on The Green

Date and time of next meeting October 11th 2016 at 7.30 pm.