

Minutes of the Barlaston Parish Council Meeting Held on Tuesday 7 February 2017

Present:

Cllr G Jones (Chairman)
Cllr E Philpott
Cllr T Dodd
Cllr S Hall
Cllr P Linehan

Cllr P Fisher
Cllr J Barnett
Cllr I MacMillan
Cllr A Brown

In attendance: Mrs K St Leger (Clerk), Mr J Blount (Consultant)

Public Open Forum

K Jones from the Staffordshire Newsletter was in attendance

567 Apologies. Cllr V O' Dunne and Cllr I Moran had submitted their apologies. It was resolved to accept these apologies.

568 Declarations of Interest. There were no Declarations of Interest.

569 Written applications for dispensations under the Localism Act 2011. There were no written applications for dispensation.

570 Minutes of full Council meeting of 10 January 2017. It was resolved to approve these as a true record.

571 Matters arising from the meeting of 10 January 2016 and not otherwise on the agenda.

364 Account with the Unity Trust Bank

Unity Bank has issued the online and telephone banking access forms which were signed by the designated financial officers. Clerk to issue these to Unity Trust Bank to complete the formal set up of banking system. It was resolved to discharge the item.

374 Planting on land on Station Road opposite Plume of Feathers

The County Council confirm there is a S96 application for 'planting' opposite the Plume of Feathers. The licence is currently being dealt with by the Legal Department and an update will be forthcoming.

424 Trees on Village Green by Spokane House

A site visit was undertaken and confirmed works have been completed, it was resolved to discharge this item.

421 Churchyard clearance

The Approval was granted in principal to assist in the maintenance of the churchyard in 2017/2018. A submission of a formal grant application will be required and submitted to the Parish Council for consideration, the application is to include a schedule of works to enable the Parish Council to monitor the quality of the works. Mrs St Leger is to liaise with the Church with regards to the submission

Local Government Act 1972, s.214 (6)

552 Risk assessment for environmental officer's job

The Chairman and Clerk will attend a meeting at Wedgewood on 14 February where the emptying of the bin adjacent to the Wedgewood site will be discussed.

549 Village Hall waste collection

Awaiting confirmation that the contract has now been terminated.

469 Mowing and Minor Works contracts

Clerk to provide a local map to the County Council to enable them to consider works currently being undertaken by the Parish Council which are believed to be the responsibility of the County Council. The County Council have agreed to respond to the enquiry upon receipt.

485 Cricket Club:

Extension of lease

It was noted that the Cricket Club wished to maintain the existing terms of their lease i.e., £1 per annum for a 25-year contract term. It was agreed to issue the new lease based on the old lease terms and conditions, Clerk to action.

Dog bins

The Borough Council have installed a dog bin within the grounds of the Cricket Club at Malthouse Lane at no cost. It is envisaged the bin collection will be absorbed into the existing bin emptying servicing the village. Clerk to liaise with the Borough Council with regards to dog fouling signs and their location.

554 Safety concerns at the junction of Longton Road and Station Road

This is an existing camera van enforcement route; additional mobile enforcement activity has been requested. However, the issue is not with speeding but the visibility issues of vehicles travelling this route. Clerk to liaise with the County Council.

555 Unfinished Street lights at Beechfields and Beech Croft

It was reported that a survey has been undertaken and the three conical metal posts in question are in fact redundant BT poles. It was resolved to discharge the item.

522 Repairs to or replacement of council owned property

The asset register was updated following a tour of Barlaston, a number of defibrillators appear to be cold / one keypad is inaccessible. It was advised the First Responders carried out regular checks on the devices, all of which have been logged with the West Midlands Ambulance Service. Clerk to liaise with the First Responders to identify the formal process of checking the devices and long term maintenance. Some repair work outstanding with contractors. Less urgent work remains to be done but work will be commissioned later in the year.

535 Voluntary Transport Scheme

Cllr. Moran has requested this item be deferred to the 7 March Parish Council meeting to enable her to submit a report. It was noted the scheme was used 19 times in January. It was resolved to accept this request.

574 Draft Neighbourhood Plan Document

- The current version of the Neighbourhood Plan document has been proof read and the amendments required highlighted. These will need to be addressed before the document can be sent to the Borough Council. Clerk to liaise with Cllr Barnett to undertake the necessary changes. Upon completion, these will be issued to the Borough Council to start the evaluation process.
- The document needs to be updated to reflect the fact the Stafford Borough Plan Part 2 was adopted in January 2017.
- Preparation of the website is in progress. An on-line version of the questionnaire has been produced and tested; the format satisfies the evidence criteria for Regulation 14.
- Stafford Borough Council has agreed to provide the address information to meet our statutory requirements for distribution of the Neighbourhood Plan information. This is still awaited.

- It was agreed the timetable for the Regulation 14 plan will be submitted at the 7 March 2017 Parish Council Meeting.
- It was suggested the Neighbourhood Plan could form the main element of the Annual Parish Meeting. Cllr MacMillan agreed to prepare and present a PowerPoint presentation and if feasible this would be live webcast on the Barlaston Parish Council Website. The recommended date for the annual Parish meeting was 25 April 2017. The Chairman agreed with these recommendations.

577 Proposals regarding future Village Shows

Plans are underway for a music festival to be hosted at the Cricket Club in July. To undertake the annual village fete complete with marquee was deemed by the Village Show Committee to be too expensive and time consuming to host every year. It is anticipated the fete would return in 2018.

The produce show would still be held in the Village Hall.

579 Request from County Council for support with Debt Benefit and Consumer Advice

The Clerk has responded to the County Council that due to financial constraints the Parish Council were not in a position to make a contribute. It was agreed to discharge the item.

583 Dates for 2017 meetings

It was agreed not to hold an August meeting and the item was discharged.

598 Upper House Signage

It was agreed that the Chairman and the Clerk would arrange to visit the Upper House to discuss possible options for the improvement of the signage.

599 Engagement with BBC Programme – The Repair Shop

BBC 2 are seeking approval to advertise a television programme on our website / publications which can benefit an individual or a local / Parish / Town council. Approval was granted and it was agreed to discharge this item. *Local Gov Act S145*

600 Barlaston Civic Amenity Visits 2017 / 2018

It was agreed for three 2 hours visits to be scheduled, two to be within the summer period. Total cost £375. Clerk to make the necessary arrangements with the Borough Council. It was resolved to discharge this item. *Section 137*

601 Village Hall Management

A document was circulated for consideration. Due to the complexity of the document, it was resolved a meeting of the Parish Council as sole trustee of the Village Hall will be convened to evaluate the options and prepare a document for presentation following the 7 March Parish Council Meeting. The Chairman asked for members who had experience or interest in this matter to be in attendance, the proposed date being 22 February at 17:30.

602 Invitation

The Mayor's annual fund raising event to be held on Friday 7 April 2017, no interest was expressed in attending. It was resolved to discharge this item.

603 Planning Committee recommendations

No planning applications were available for consideration.

604 Financial matters:

Bank reconciliation

A reconciliation and the bank statement was presented and it was resolved to accept these figures.

Cash flow and budget comparison were noted

Schedule of payments

Item	Amount	Cheque No
Mrs. K. St. Leger, salary and exp	1036.24	2241
Mr. Moorewood, salary and expenses	209.56	2242
Mrs. K. Squires, expenses	67.65	2243
SPCA, training course	163.50	2244
SPCA, induction course	40.00	2245
HMRC NI 2011-2014	1693.73	2246
HMRC NI 2015-16	1424.27	2247
Stafford B. C. amenity visits	340.00	2248

It was resolved to approve these payments.

605 Reports from representatives

Barlaston Community Group

It was reported at the Community Group AGM the current bank balance was £3,766 and have offered the Village Hall a contribution of £1,500, leaving a balance of £2,266. Assurances were sought that in future years if the Community Group required financial support to host future events this would be forthcoming. It was agreed in principal to support the Community Group with future events.

A special mention was made with regards to the efforts of Mrs L Coats in her continued support in arranging the annual events.

Barlaston Village Hall Committee

Total receipts for January totalled £1,600 and have a current balance of £5,000, excluding the contribution from the Community Group of £1,500.

Forthcoming events consist of a Children's Mystery Beech Party on 27 February; the Open Gardens event will take place again this year, dates to be confirmed; a dog Show will be held on the village green on 10 June, this will be held under open gazebos.

Tesco at Meir Park and Longton have agreed to paint the Ruth Dickson Meeting Room in the colour of the Village Hall's choice. This will exclude the ceiling due to health and safety issues, this will be undertaken by the Village Hall. Work is scheduled to commence on Tuesday 28 February, if a second day is required to complete the works this will be undertaken on Tuesday 7 March. A provisional venue for the Parish Council meeting in March may be required, Clerk-to make the necessary arrangements. Cllr Philpott has kindly offered to donate historical maps of Barlaston to decorate the room, the offer was duly accepted.

It was with regret that Mr and Mrs Hurst had resigned as booking clerk and caretaker of the village hall, they are due to leave on 15 February. Several people have shown interest in the booking clerk position and a single application for the caretaker post. It was noted that the new contract was to specify a 4 week notice period, John Blount to forward copy contracts. The posts have been advertised on the website

606 Weekly play equipment reports

Cllr. Dodd submitted the weekly inspection report and confirmed no immediate maintenance work is required.

607 Correspondence and circulars.

SPCA Weekly briefing notes

608 Questions from Councillors

A concern was raised about the fact there is not enough provision going forwards for the gypsies and travellers in the area. There are 36 pitches available and should be 44. There is a requirement to remove the gypsies and travellers off the Spot Acre site on Hilderstone Road, The Chairman asked if there was provision within the local area to accommodate these. Following the Neighbourhood Plan Survey it was noted that Barlaston was predominantly green belt land and therefore it was resolved that no provision was available.

Date and time of next meeting

7 March 2017