

**Minutes of the Barlaston Parish Council Meeting-
Held on Tuesday 13 December 2016**

Present: – Cllr G Jones (Chairman)

Cllr. E Philpott
Cllr. T. Dodd
Cllr. S. Hall
Cllr. P. Linehan
Cllr. P. Fisher
Cllr. I. Moran
Cllr. J. Barnett
Cllr. A. Brown

In attendance: Mrs K. Squires (Clerk) and Mr J. Blount (consultant)

Public Open Forum

No members of the public were present.

The new Councillors were welcomed to the Council.

539. Apologies. Cllr. V. O' Dunne and Cllr. I MacMillan had submitted their apologies. It was resolved to approve these apologies.

540. Declarations of Interest. There were no Declarations of Interest.

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

542. Minutes of full Council meeting of 8th November 2016. It was resolved to approve these as a true record.

543. Matters arising from the meeting of 8th November 2016 and not otherwise on the agenda.

Account with the Unity Trust Bank. The Clerk reported that the account had now been activated but that until user IDs and passwords were received, the internet banking service could not be accessed. She had once again, asked for this information.

374. Planting on land on Station Road opposite Plume of Feathers. The Clerk was still awaiting the license from SCC.

424. Trees on Village Green by Spokane House. The Clerk reported that Mr. Brunt had supplied a schedule of work and public liability insurance document provided by Daniel James, the tree surgeon. It was resolved to approve this work. Clerk to contact Mr. Brunt confirming this.

421. Churchyard clearance. The council wanted to continue being supportive of the Church in maintaining the Churchyard. It was resolved that the Council would meet with the PCC.

469. Mowing and Minor Works contracts. Mr. Blount explained that many areas previously cut by Greenfingers outside the minor highways agreement. It was resolved that Cllrs. Jones, fisher, Dodd and Brown would form a working party to consider this.

485. Cricket Club:

Extension of lease. The Cricket Club had responded to proposals from the Council. The Cricket Club asked for a thirty year lease with a peppercorn rent of £1 per annum. This was considered. A peppercorn rent of £5 did not seem excessive. It was resolved to respond that a

lease of twenty five years at £1 or a lease of thirty years at £5 per annum be offered to the club.

Dog bins. The Cricket Club had responded to the offer of the Council. The response was considered. It was resolved to await the outcome of the meeting that the Club had requested with SBC Streetscene.

490. Diamond Jubilee Award. This had been presented at a Village hall social evening on November 19th. It was resolved to discharge this item.

493. Inspection of assets. It was difficult, in the absence of proper records, to value everything. It was resolved to discharge this item.

494. Councillors' training date confirmation. The training session was confirmed for 10.00 am on 28th January.

496. Parking on Longton Road, Residents Parking Zone (RPZ). Cllr. Linehan reported that the County Council had advised that an RPZ could not be used to settle disputes between neighbours. Cllr. Linehan had contacted all residents to explain the decision. It was resolved to discharge this item.

498. Provision of safety clothing for Environment Officer. SBC had provided a hi-viz coat but this was not suitable. Mr. Blount had purchased a jacket and gloves from Wynstay. It was resolved to discharge this item.

521. Policy on signage on Parish Council-owned land. An apology for erecting the new sign without permission had been received from Mr. Williams, a director of The Upper House, and seeking retrospective permission for the new sign. A discussion took place. It was resolved that the Clerk would write to the owner asking that he submitted for Council approval, modifications to the sign – the design of which was ugly, the colour garish and not at all in keeping with the village environment. A time limit of two months was to be given.

522. Repairs to or replacement of council owned property. The Clerk reported that a new filing cabinet had been acquired. The benches by the canal had been removed. Trent Grounds Management had been engaged to repair the glass fixtures on the railway notice board.

535. Voluntary Transport Scheme. The Clerk had heard from Mrs. Black who had asked that a councillor or the new clerk lead the scheme as a member of the Community Group. It was resolved that Cllr. Moran would join the group to co-ordinate the scheme.

544. Report of the Borough Council member for the area. Cllr. Evans reported that the planning application for 56 Longton Road had been refused.

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

546. Progress of the draft Neighbourhood Plan Document. Cllr. Fisher reported that it was hoped to begin the consultation period in mid-January. One quote for posters had been received. It was resolved that the Clerk would seek further quotes. Mr. Blount reminded the Council that all orders for services and goods should be through the Clerk. Thanks were extended to Cllr. Barnett for his work on the publicity materials.

547. Planning Committee recommendations. It was resolved to approve these.

548. Decision of the Employment Committee regarding the appointment of the new Clerk and to agree induction arrangements. It was resolved to approve the appointment of Ms. Karen St Leger. It was resolved to adopt the induction programme.

549. To consider financial matters:

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

Cashflow and budget comparison. This was considered.

Payments for planters. An invoice for removing plants and planting winter plants in planters had been received from Mr. Poultney. This work had not been approved by the Council. It

was resolved that in future work could only be commissioned if approved by the full council and upon instructions from the Clerk in writing (email or letter).

Schedule of payments

Item	Amount	Cheque No.
Mrs. K. Squires, salary and expenses	285.13	
Mr. M. Moorewood, salary and expenses	209.56	
Biffa, Cricket Club waste collection	55.20	
Biffa, V. Hall waste collection	228.54	
J. Poultney, room hire	50.00	
Grant Thornton, annual return fees	480.00	
SBC, play area repairs	300.00	
Town and Country Services	96.00	

It was resolved to approve these payments with the exception of the payment to Biffa for Village Hall waste collection which was now being done by a different company and the payment to Town and Country Services, queries were raised about this invoice.

550. Risk assessment and follow up action for environmental officer's work. It was resolved to discuss this under item 552.

551. Financial risk assessment. This was discussed. It was resolved to accept the risk assessment. It was resolved to discharge this item.

552. Risk assessment for environmental officer's job. The Risk assessment was discussed. It was resolved that the Environment Officer should be given a copy of the document.

553. Proposals regarding future Village Shows. It was resolved to defer this item to the next meeting.

554. Safety concerns at the junction of Longton Road and Station Road. A resident had expressed concern about this junction. A discussion took place. It was resolved to write to SCC about these concerns and request a risk assessment.

555. Unfinished street lights at Beechfields and Beech Croft. This was discussed. It was resolved that the Clerk should write to SCC to ask when the street lights would be finished.

THE MEETING WAS SUSPENDED AT 21.00 TO ALLOW THE MEETING OF THE SOLE TRUSTEES TO THE VILLAGE HALL TO TAKE PLACE.

THE MEETING RE-CONVENED AT 21.50.

It was resolved to suspend standing orders to allow all agenda items to be discussed.

556. To receive reports from representatives.

Barlaston Community Group. A litter pick was to take place on Sunday 18th, the wearing of festive hats was requested.

Barlaston Village Hall Committee. A film night was planned for 7th January.

557. To receive weekly play equipment reports. Cllr. Dodd reported that all work was now complete.

558. Correspondence and circulars.

SPCA. Weekly briefing notes.

SLCC. News update.

SBC Planning. Weekly list.

SBC. Members' Digest.
Christmas posters.

559. Questions from Councillors.

560. Exclusion of the press and public under S2 and S3 of the Public Bodies (Admission to Meetings) Act 1960 during consideration of items 561 to 563 below because of the confidential nature of the items for discussion. It was resolved to exclude the press and public.

562. To consider quotes for grass mowing contracts. Not all quotes had been received. It was resolved to defer a decision to the next meeting

563. Policy in respect of transparency regarding 2017/18 precept. It was resolved that all queries about the precept or the financial situation should be referred to Cllr. Jones.

564. Report on ongoing HMRC issues. Mr. Blount explained that HMRC had refused the request for a face to face meeting. He was still reconstructing the accounts with respect to payroll and PAYE.

565. Outcome of application for PWLB loan. Mr. Blount reported that the application had been refused. This meant that a large rise in the precept was inevitable. This would be discussed at the meeting of the Finance Committee on Thursday 15th December.

566. Items for next meeting.

Regularise increase in Chairman's Allowance
Village Show

Date and time of next meeting

January 10th 2017 at 7.30 pm.