

Minutes of the Barlaston Parish Council Meeting Held on Tuesday 3 April 2018

Present:

Cllr G Jones (Chair)
Cllr P Fisher (Vice Chair)
Cllr I Moran
Cllr V O'Dunne
Cllr I Macmillan

Cllr S Hall
Cllr D Norman
Cllr E Philpott
Cllr D Westwood

In attendance: Mrs K St Leger (Clerk / Returning Financial Officer)

7:15 – 7:30 Public Open Forum

Representatives from the Open Gardens Committee were in attendance to request assistance from the Parish Council (PC) to promote and publicise the event scheduled for 14 / 15 July. The PC recognised the hard work undertaken by the Committee and volunteers and the benefits it brought to the Village. A request for £350 was made, this was proposed and seconded by the PC. A grant application form to be submitted to the Clerk to enable payment to be made.

257 Apologies were received from Cllr S Tudor, it was resolved to accept these.

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

259 Written applications for dispensations under the Localism Act 2011 There were no written applications for dispensations

260 Minutes of full Council meeting of 6 March 2018. It was resolved to accept these as a true record.

261 Matters arising from the meeting of 6 March 2018 and not otherwise on the agenda

Key themes 2018

574 Draft Neighbourhood Plan update

There is a meeting planned for Thursday 5 April to address the responses from the consultees. An update will be given at the Parish Council meeting in May.

Campaigns 2018

9 Speed Watch campaign update

- Cllr Norman is coordinating the campaign. Training is scheduled for 14 April 2018, 6-8 people have shown an interest to date, however more volunteers are required. Cllr Macmillan agreed to join the group. Clerk to continue to seek further volunteers.
- **Speed gate update** – A response is still awaited from Staffordshire County Council. Clerk to chase.
- **Flashing Speed Signs** – The cost of these would be between £1,000 and £2,000 dependent upon model.
- **Stop Sign at Meaford Road Crossroads**, SCC still to respond. Clerk to chase.

133 Data Protection Legislation

Clerk is attending a meeting with an external hosting Company to look at options available. We are still awaiting a response from SPCA with regards to the appointment of a DPO.

136 Transport Arrangements re Children Leaving / Arriving in the Village. The situation has improved. It was agreed to monitor the situation. No further action required.

485 Dog Foul Campaign update

Progress is doing well with a 75% decrease which has moved on a couple of points. The canal has been walked and hardly any instances of fouling have been observed. Unfortunately, the opportunity of putting an article in the Parish magazine was missed. Stafford Borough Council is producing an article for a press release.

- 182 Costs associated with annual ROSPA report for the MUGA** – We have received an offer of welding free of charge. There was also the offer of the use of a generator. The only associated costs would be welding parts. Clerk to progress.
- Cllr Westwood had received a number of quotations for the painting of the MUGA from £1,008 to £4,742. His family has agreed to paint the MUGA free of charge, however the cost of the paint is £202, it was resolved to accept these costs.
- 191 Update on Health Centre matters**
- A meeting was held with Mansion House, it was anticipated the CCG would be in attendance however this was not the case. A meeting with Mansion House, the CCG and the Parish Council to be arranged.
- 192 Volunteer Driving Scheme Update**
- The current grant term runs out on 6 April 2018, £312.14 unspent funds will need to be returned. It was anticipated this money would pay for dementia training, however SBC offered the course free.
- Donations received as follows:
- Aviva fund £100.00
Parish Council £100.00
W.I. £100
- £352.50 will be carried forward. The cost of administering the scheme is £336.00.
- Further grant funding is being sought and contributions from the Open Gardens will be welcomed.
- 193 Update on Cricket Club Lease**
- Correspondence has been received from Myers and Co Solicitors who are representing the Cricket Club. They have forwarded blank Heads of Terms and a draft new lease.
- The Clerk has been in contact with Dickson's Solicitors, Hanley, they are checking their records to see if they were involved with the original lease, we are awaiting confirmation. They did advise that it would be up to Myers to lodge the final agreed copy of the lease with Land Registry at the Cricket Club expense.
- 195 Update on WWI Commemorations including Memorial repairs**
- We are still waiting for the memorial to be cleaned and the works to be concluded.
- Correspondence has been received from Historic England regarding the listing of the War Memorial. The PC welcomed the recommendation. Clerk to notify Historic England accordingly.
- 197 Implications regarding Bus Route Change impact**
- D&G have forwarded some passenger figures, these haven't been separated into fare-payers and concessionary passengers. They have however separated them by direction (inbound/outbound) – the total number boarding are as below:
- Travelling on Meir Heath to Stone journeys:
 - Boarding at Barlaston Park average 13 passengers per day
 - Boarding at Barlaston average 6 passengers per day
 - Travelling on Longton to Newport journeys:
 - Boarding at Barlaston Park average 1 passenger per day
 - Boarding at Barlaston average 1 passenger per day
- Those are the average boarding figures for those two stops only. It was advised it costs approximately £100,000 per annum to operate a bus service when all expenses including drivers' wages, garaging, maintenance and fuel costs are taken into consideration.
- 216 Update on Barlaston Mobile Library Service**
- It was noted the Staffordshire County Council consultation closed on 1 April 2018. Looking at the proposed new mobile service if attendance is in 15 minute slots, it appears the schedule is set to fail.
- Cllr Normal visited the Mobile Library van and requested information on how many people used the service, it was noted in 2017 there were 2.5k visits. Between April to February this has gone

down to 1.6k visits with 4k issues. 111 people visited in 2 weeks. This has gone down to 74 people. This has come down to 50 people per visit using the Library service.

School children no longer use the service which may reflect why the usage has gone down. The Community need a Library service and need to be encouraged to use it. The situation needs to be monitored.

243 Surface water issues at Brookhouse Drive. No response has been received from SCC. A meeting has been scheduled with County Councillor I Parry on 4 April to escalate the issue.

244 Training requirements

Planning – The Planning Course has been requested for 17 May 2018. Venue to be confirmed. Stowe By Chartley have asked if they can attend, the PC agreed.

256 1) Update on removal of posts at Orchard Drive - SRH will repair or remove within the next couple of weeks

2) Update on waste left on Old road. Call logged with SCC – added new details re blocked drains today.

3) Quotations for the removal of grass from the first cut and last cut of the season

The Clerk advised the cost of removing the grass cuttings would be £575 per cut. The main cost is the disposal.

The grass cutting is scheduled to commence on Saturday 7 April. Concerns were raised with regards to the water-logged village green. Clerk to liaise with Perennial Landscaping to address the concerns, including the blowing of grass cuttings onto the verge.

Matters carried forward for further action

105 Themes for Future Work Programmes

129 To review Joint Playing Field Committee The next meeting is scheduled for 7 April 2018

162 Updates on the Lakeside Tavern development – Information has been posted on Facebook. It appears the bar will remain closed.

262 To consider Parish Council Vacancy for Barlaston East – No applications have been received. Item to be moved to May meeting.

263 Annual Parish Council Meeting Date has been moved to 25 April 2018

264 Civic Amenity Visits – dates booked as follows

- 28 April 2018
- 25 August 2018
- 19 January 2019

Two hour visits from 10am to 12 noon at Ivyhouse Drive opposite Parkside Store.

265 Grant Application form for B Festival

A grant application form was submitted from the Barlaston Village Show Committee for £750 to assist with the B Festival. It was resolved to approve the grant application.

266 Produce Show It was noted that the Produce show for 2018 will not go ahead.

267 Barlaston Park update A further two garages had been boarded up.

268 Report from Wedgwood There was no report submitted

269 Items raised from the Public Forum A grant for the Open Gardens Committee was approved.

270 Report from the Borough Council Member. A notice had been received regarding foot path adoption, it was suggested Cllrs look at the routes in Barlaston and adopt a path for monitoring purposes. Clerk to obtain details.

271 Report from the County Council Member. No report was submitted.

272 Planning Committee Recommendations

18/28194/HOU The Hay Barn Annex. There were no grounds to reject the planning application, however the PC would not support further amendments to this application.

273 To note financial matters:

Instant access Public Sector Deposit Fund account. The Clerk advised there was a new Public Sector Deposit Fund available, minimum investment £25k with instant access. Clerk to inform the Cllrs what the current rate of interest is.

Payment schedule / earmarked reserves 2017/2018. Clerk submitted a statement outlining proposed expenditure for 2017/2018. Councillors requested copies of the documentation to be forwarded and item deferred to the May meeting.

Bank reconciliation

Bank	Unity Bank	Lloyds Treasurers A/C	Lloyds Business A/C
Statement	23 – 04/03/18	35 – 02/03/18	2 – 02/03/18
Opening Balance	410.00	9524.73	3,2597.51
Total Paid in	0.00	408.55	251.38
Total Paid out	0.00	1,917.75	0.00
Balance	410.00	8,015.53	32,848.89

Cash flow and budget comparison. Clerk issued reports.

Schedule of payments

Description	Amount	VAT	Cheque No
Ladywell Accountancy Service Year 2018/19 filing	92.00	0.00	002372
HMRC NI/PAYE	252.21	0.00	002373
M Moorewood Salary/Expenses	209.56	0.00	SO
N Ferguson Inv 0222 – Domain renewal/Web Hosting	350.00	0.00	002374
K St Leger Salary/Expenses	1143.12	0.00	002375

274 Weekly play equipment report No issues were reported.

275 Risk Assessment Actions. There were no risks raised.

276 Correspondence and circulars

A quotation was received from JCA Associates for the Structural Report / Dilapidation Report for the Village Hall @ £1,250. The Company who previously quoted has declined the offer to re-quote. Failure for local Companies to respond to the enquiry is putting the time limited grant at risk. It was resolved that the Parish Council would waive financial regulations and appoint JCA Associated. Clerk to arrange a date for the survey. Funding for the project to be paid by the Village Hall Grant fund.

277 Questions from Councillors for inclusion on next month's agenda.

A request was made to publish a boundary map of Barlaston and highlight which Cllrs are within which ward. Clerk to investigate.

Date of Next Meetings

Annual Parish Meeting 25 April 2018 Ruth Dickson Meeting Room, Barlaston Village Hall

Parish Meeting 1 May 2018 Ruth Dickson Meeting Room, Barlaston Village Hall