

# Elford Parish Council

## Draft Minutes of Parish Council Meeting 7pm Monday 14<sup>th</sup> April 2014 at Elford Village Hall.

**Present:** Councillors Taylor (Chair), Gilbert, Newport, Standerwick.

**In Attendance:** Mrs Jones (Clerk), 4 members of the public.

**Notice and quorum:** Due notice of the meeting had been given and a quorum of Councillors was present. In the absence of the Chair and Vice Chair, Cllr Taylor took the Chair and declared the meeting open.

### 1. Open forum (Public Participation)

Two residents asked about progress on a defibrillator for the village. They had obtained a good number of volunteers for training and an offer to train these for a 4 hour session at the Village Hall. The Parish Council had made enquiries and obtained information about obtaining a defibrillator. It could be kept in the covered entrance to the Village Hall but would need to be made secure. This would be discussed later in the agenda, but all felt it was important to move this on as far as possible.

A report was given on the recent visit to Awoingt, which had been a great success. There had been a visit to the school where the children had been welcoming and enthusiastic. The visitors had taken part in the commemoration ceremony and a variety of enjoyable events. The presentation of a certificate to mark the joint partnership had been warmly received, and an Awoingt emblem was presented to the visitors. It was suggested that an official letter of thanks be sent to the Mayor of Awoingt from the Parish Council, with an invitation to an event in the autumn in Elford. A teacher from Awoingt would visit Mary Howard School shortly. Further information on the visit would be provided at the Annual Parish Assembly.

### 2. To receive Apologies.

Cllrs Wain and Batchelor had apologised and their apologies were accepted.

### 3. To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation

None received.

### 4. To approve the Minutes of the meeting of 10/3/14

**Resolved:** Approved

### To receive information on matters arising from the meeting of 10/3/14:

1.1 French visit – dates for the return visit would be discussed at the next meeting. An Elford flag would be presented to the visitors then. Cllr Wain would be asked to sign a letter of thanks to be sent to France.

1.2 Leaflets – these would be distributed by Councillors the following week, and walks leaflets would be made available at various village sites.

1.3 Home Farm – lorries had delivered and applied fertiliser as advised, but there had been no problems on the roads. A few residents had commented on the odour, but this was normal farm use and there had been no complaints to the Parish Council.

**5. To receive the Clerk's report**

Highways - A request had been sent regarding the access drive at 28 The Beck following a request by a resident, but it was thought any repairs would need to wait until funding was available. Nothing more had been heard about the bridge at the Fisherwick Road and a reminder would be sent. A map had been received asking the Parish Council to identify exactly where Footpath 15 needed clearing.

Dates – The Clerk would be on holiday from May 10<sup>th</sup> - 19<sup>th</sup>;

May meeting Wednesday 7<sup>th</sup> May, Annual Parish Assembly Thursday May 22<sup>nd</sup>.

Legislation changes – The Financial Regulations would be updated in May to take account of changes caused by the repeal of s. 150(5) Local Government Act 1972.

**6. To receive the Clerk's report on planning issues.**

(a) 14/00174/CLE Certificate of Lawfulness, Bisphill Plantation Lakes.

The Parish Council were concerned that this could lead to an increase in traffic in Brickhouse Lane.

**Resolved:** To object.

(b) 14/00410/FUL Post Office Cottage, The Square, Elford; Demolition of existing kitchen and stores and erection of a single storey rear extension and various alterations to form dining room, kitchen, sitting room and creation of new vehicular access and parking area. It was agreed that parking and access would be an improvement, and that the proposal should comply with the conservation area and listed building regulations.

**Resolved:** No objection.

(c) 14/00060/FUL 20 Croft Close, Two storey rear and single storey front extension – permission granted.

**7. To consider improvements at the Sportsfield**

A further site visit with the Football Club and Cricket Club had agreed on what needed to be done. A quote for materials had been received and two more were expected shortly. It was hoped the work would take place over the summer.

Applications would be made for grants towards the project.

Action: Clerk

**Resolved:** Approved

**8. To consider World War I Centenary**

A suggestion had been received from Revd Denise that the Church, School and Parish Council meet to discuss and arrange a joint commemoration. Representatives from the Parish Council were suggested. A reply would be sent.

Action: Clerk

**Resolved:** Approved

**9. To consider Best Kept Village arrangements**

Judging would begin from May 1<sup>st</sup> and posters would be put up. Cllr Standerwick would display posters and banners at both entrances to the village on the A513. Cllr Newport would ask the Social Club to tidy the car park. Cllr Gilbert would ask the school to produce children's posters for display and arrange for a flag showing the village logo to be displayed.

Action: Cllrs Standerwick, Newport and Gilbert

**Resolved:** Approved

**10. To consider a defibrillator for the village**

Further information would be obtained about how this would be stored and accessed, and about training. It was agreed to make progress with this proposal.

Action: Clerk

**Resolved:** Approved

**11. To consider village maintenance**

Cllr Gilbert had been unable to clear the right of way across the field as crops were growing. It was agreed to contact the farmer to ask whether he would deal with this or would prefer the Parish Council to do so. Cllrs Gilbert and Taylor would remove the fallen tree from the path along the A513. Derek would be asked to do the tub planting in due course.

Action: Cllrs Gilbert, Taylor and Clerk

**Resolved:** Approved

**12. To consider any matters for the website**

An enquiry was made about the web hosting. Information would be added to the site when required.

Action: Clerk

**13. To consider arrangements for the Annual Parish Assembly**

This would take place at 7.30 on the 22<sup>nd</sup> May. It was agreed to invite village organisations to present a report.

Action: Clerk

**Resolved:** Approved

**14. To receive questions from Councillors.**

Cllr Newport asked about the letter from the District Council consulting on whether dog orders should be in place in public areas. It was agreed that dogs should be kept on a lead in areas such as parks, and Lichfield should be contacted. Cllr Standerwick raised the problem of dogs attacking his sheep when people allowed them off a lead near the Walled Garden.

**15. To receive the financial report.**

The bank statements and reconciliation had been forwarded to Councillors. The audit notice would be displayed shortly, the end of year accounts would be finalised shortly for approval in June. The end of year PAYE reporting to HMRC had been completed.

Cllr Standerwick and Newport would be added to the list of signatories with the Coop Bank and Mr Matthews would be removed; the forms would be obtained for this.

Action: Clerk

**Resolved – Approved**

**16. To consider authorising schedule of accounts for payment.**

Payments listed to: M. Jones, salary and expenses; Elford Village Hall, room rental & post office; D. Beaumont, handyman work; Staffordshire Parish Councils' Association, fee; Community Council, annual fee; Viking, stationery; Barry Wright, web fee; Flagpole Express, banners and flags.

**Resolved:** Approved

**17. To receive correspondence.**

SPCA updates  
Staffordshire County Council, nomination forms for local authority school governor  
Alrewas Neighbourhood Plan group  
Came & Company, insurance information  
Police and Crime Commissioner funding for community safety initiatives  
Lichfield District Council Parish Forum; Dog Control Order consultation  
MOD, Whittington Firing times

**Resolved:** Noted

**18. Date of next meeting.**

Wednesday May 7<sup>th</sup> 2014, 7.00 p.m, Elford Village Hall.

The meeting closed at 9.05 p.m.