



**Draft Minutes of Parish Council Meeting
Monday 11th May 2015
6.30pm at Elford Village Hall.**

Present: Councillors Wain (Chair), Gilbert, Smith and Taylor

In Attendance: Mrs Jones (Clerk), Two residents

Notice and quorum: Due notice of the meeting had been given and a quorum of Councillors was present. The Chair declared the meeting open.

- 1. To appoint a Chair and receive the Chair's Declaration of Acceptance of Office**
Cllr Wain was proposed as Chair by Cllr Taylor, seconded by Cllr Gilbert

Resolved: Approved

- 2. To receive apologies for absence**
None received

- 3. To co-opt members on to the Parish Council to fill a vacancy**
It was proposed by Cllr Wain that Cllr Standerwick should be co-opted to resume his seat on the Parish Council, seconded by Cllr Gilbert

Resolved: Approved

- 4. To appoint a Vice Chair.**
Item deferred until full Council in place

- 5. To receive Councillors' Declarations of Acceptance of Office**
The Declarations were signed and received

- 6. To appoint members of Committees and representatives to other organisations**
Item deferred until full Council in place

- 7. To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation**
None received

- 8. To approve the Minutes of the meeting of 13/4/15**
Resolved: Approved

To receive information on matters arising from the meeting of 13th April

- (i) **Sportsfield** Some outstanding work next to the pavilion would be completed shortly as requested by the clubs
- (ii) **Playground** A meeting had been arranged with an adviser from the District Council to discuss safety and improvements
- (iii) **Best Kept Village** The banners had been put in place and the school children's posters would be put up; the social club had been cleared up; the contractor would be asked to trim weeds near the picnic area; Derek had been asked to clean the bus shelter, phone box and notice board

9. To receive the Clerk's report

Maintenance – Derek had cleaned the playground surfacing.
Website – Information required by the Transparency Code would be published
Picnic Area – The Police had been asked to do regular checks. Cllrs Gilbert and Standerwick would source posts and install a lockable barrier; Birmingham would be asked to meet any costs
Planning –an application at 9 Croft Close had been listed; no paperwork was available yet

10. To consider an application to Lichfield District Council to designate Elford as a Neighbourhood Plan area.

It was agreed that a Neighbourhood Plan would enable the Parish Council to address issues within the village and would carry weight in the planning system; residents would be able to have their say in how the village would develop.

Resolved: Approved

11. To approve the Annual Return 2015

The Annual Return was approved and signed, it would be sent to the auditors

Resolved: Approved

12. To receive the financial report.

- (a) The bank reconciliation was noted and statements had been forwarded
- (b) Lloyds Bank would be contacted about the playground account
- (c) The precept had been received

Resolved: Approved

13. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, salary and expenses;
Toplis Associates, audit fee £109.20; D. Beaumont, handyman work £100;
RW Harcombe, maintenance, £35; Elford Village Hall, Room hire, £148;
Lichfield District Council, bin emptying, £811.20

Resolved: Approved

14. Date of next meeting. (Monday 8th June 2015)

The meeting closed at 7.15 p.m