



**Draft Minutes of a Meeting of the Parish Council
Monday 14th November 2016
7 pm at Elford Village Hall.**

Present: Councillors Wain (Chair), Collins, Gilbert, Jones, Smith, Standerwick and Turley

In Attendance: Mrs Jones (Clerk), Cllr A White (Staffordshire County and Lichfield District), PCSO Costas Karpi, Gavin Cox.

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

Open Forum

PCSO Karpi reported on the recent vandalism, there was no evidence to link it with similar events in Whittington, the Police had advised the cricket club on security measures. A new scheme to help the public had been launched, to avoid problems for vulnerable people living alone, people could be nominated as VIP's and the police would keep information to help them if there were concerns.

Smart alerts were useful for residents, alerts were sent on recent incidents as in Neighbourhood Watch or OWL, more people needed to be registered to receive information on crimes and incidents in the locality; it was suggested that this be promoted on Facebook. Cllr Alan White reported that due to the cuts in government grants there would be less funding in future for Highways schemes.

The Staffordshire Community Fund, with a deadline of 30th November, was available for local groups who could apply to him for between £200 to £1000.

A reform of health & social care which would affect local provision was unlikely to cause problems for Elford. Charges for brown bins was being considered by the District Council, and they were looking at leisure centre provision.

Gavin reported back on his handyman work. He had removed the two small trees, swept leaves, and removed protruding nails from the fences in the playground, filled most of the tubs with plants, although one more needed replacing, and cleared the former allotment at the corner of Church Road. The trees by the kiosk would be reduced in height by agreement with the neighbours, and the kiosk would be painted in Spring.

1. To receive apologies for absence

None.

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

None received.

3. To approve the Minutes of the meeting of 11/10/16

The minutes were approved and signed by the Chair.

To receive information on matters arising from the meeting of 11th October.

- (i) **Farm traffic**, a letter had been received from a resident regarding traffic speeds and damage to verges.
- (ii) **Sign locations**, Cllr Turley had circulated photos of suitable locations and offered to meet a representative of Highways to confirm the best location. A licence to put the signs on the verges would also be required.
- (iii) **School development**, Cllr Jones had attended a meeting at the school regarding future development plans. A group was likely to be formed to take this forward, the Parish Council would assist as far as possible.
- (iv) **The Avenue**, the damaged area had now been reinstated.
- (v) **Vandalism**, the cricket club were considering security measures.

Resolved: Approved

4. To receive the Clerk's report

A request from a resident for hedge trimming next to the picnic area had been sent to Birmingham, along with a reminder about the pothole near the entrance.

The request for a memorial bench had been postponed by the correspondent.

5. To receive the Clerk's report on planning issues

The planning department had confirmed that the phone kiosk did not need a planning application.

6. To consider the Neighbourhood Plan

A further meeting was to be held the following evening to continue the discussion on housing policy.

7. To consider maintenance tasks required

Gavin would complete the planting of the tubs and continue to keep the playground and other areas of the village tidy, as on his list of tasks.

Resolved: Approved

8. To consider handyman's contract, risk assessment and insurance

A contract and risk assessment had been prepared by the Clerk, this was approved and the contract would be signed. It was agreed that the Parish Council would reimburse the cost of Public Liability Insurance. Cllr Standerwick would advise on a policy.

Action: Cllr Standerwick

Resolved: Approved

9. To consider playground repairs required

Quotes for repairs to the surfacing had been received, and one more was due shortly.

The next meeting would approve expenditure on repairs. Some ideas for developing the barbecue area had been received, but this would be a project for the future. Gavin would repair the felt on the shed roof and repair the gate.

Resolved: Approved

10. To consider the use of land at the Sportsfield for a cycle track

Cllr Gilbert had suggested making a BMX track at the far corner of the Sportsfield, He would organise machinery and materials in the Spring, and involve local youngsters. An application would be made to the local member's fund. *Action: Cllr Gilbert*

Resolved: Approved

11. To consider any additional items for the 2017-18 budget

The budget would be discussed at the next meeting. The Clerk was asked to forward last year's paperwork so that Cllrs had plenty of time to consider this. *Action: Clerk*

12. To consider Christmas tree and Carol Service

Cllr Jones would contact Florascape to find out if they planned to supply the tree. Cllr Wain agreed to give the reading at the annual St Peter's Carol Service. *Action: Cllrs Jones, Wain*

13. To consider date and time of next Sportsfield Committee meeting

It was agreed to hold an informal meeting in January. Cllr Wain would speak to the Football Club before that about drawing up an agreement between the clubs. *Action: Cllr Wain*

Resolved: Approved

14. To receive questions and reports from Councillors

Cllr Wain suggested that the Parish Council take responsibility for the maintenance of The Avenue. He would speak to Birmingham's agent to find out if that was possible. He also reported on the Remembrance Day Service at the Hall of Memory in Tamworth when he had laid a wreath in memory of the men of Elford who had died in wars. Cllr Jones suggested the Social Club car park could be used for parking at school drop off times. Cllr Gilbert would enquire if this would be permitted.

15. To receive correspondence

SPCA bulletins and AGM information
Cllr Alan White, Haselour Lane closure on 2nd December
Church Road residents regarding traffic damage to verges and speeding
Community Council of Staffordshire, information on smart meters
GEP consulting, community energy scheme

16. To receive a financial report.

The bank reconciliation was noted. The interim Audit would take place on 30th November. The precept request needed to be submitted in January. Funding was available from the government's Transparency Fund for IT costs.

Resolved: Approved

17. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, salary and expenses £452.60
Elford Village Hall, room hire and post office £117.50
Lichfield District Council, playsite inspection £64.20
Planters, bedding plants £76.87
RW Harcombe, maintenance £125.00
British Legion Poppy Appeal, wreath, £20

M.Collins, reimbursement for tub purchases, £304.93

Resolved: Approved

18. Date of next meeting: Monday 12th December, 7 pm

The meeting closed at 8.40.

DRAFT