



## Minutes

### Meeting of the Parish Council Monday 8<sup>th</sup> June 2020 7 pm held online on Zoom

**Present: Councillors Turley (Chair), Biden, Gilbert, Payne, Toon, Wright**

**In attendance: Mrs Jones (Clerk), District Cllr Leytham**

**The meeting was held remotely as permitted under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**

#### **Open Forum**

No members of the public had attended or sent comments.

**1. To receive apologies for absence**

Cllr Hilderley had apologised, and his apology was accepted.

**2. To receive Declarations of Interest**

None received.

**3. To approve the Minutes of the meeting of 11/5/19**

The Minutes were approved and would be signed at the next actual meeting.

**4. To receive the Clerk's Report**

Sportsfield Leases; no progress had been made, Adcocks would be contacted.  
Correspondence; information for parish councils had been received from the SPCA, various news items had been received from Lichfield District Council for inclusion on the website and Elford News Facebook page.

Bus shelter; Amey, the contractors for Highways, had enquired about plans to move the shelter. Planning and Highways would be contacted. Cllr Gilbert offered to contact the developers and to report back. Nearby residents and Bromford Homes would be informed of the plan to move it near to the Croft Close junction.

**Resolved: Approved**

**5. To consider Planning applications**

- (a) 20/00008/ENF Elford Lowe, Appeal against Enforcement Notice relating to works to create access undertaken without planning permission. It was resolved to submit the Parish Council's draft representation prepared since the last meeting.
- (b) 19/01707/FUL Elford Sports and Social Club; application still under consideration by the Planning Department. Comments had been sent on the amended plans, as these did not show the route of Right of Way 6; Cllr Gilbert offered to contact the developer to discuss holding a meeting with Councillors to resolve this issue.

**Resolved:** Approved

**6. To approve the Annual Governance Statement**

The Annual Governance Statement was signed.

**Resolved:** Approved

**7. To approve the Accounting Statements**

The Accounting Statements for 2019-20 were signed.

**Resolved:** Approved

**8. To certify the Parish Council is exempt from a limited assurance review**

The Certificate was signed.

**Resolved:** Approved

**9. To approve the Internal Auditor's report and appoint an auditor for the next year**

The Internal Auditor's report for financial year 2019—20 was noted. It was agreed to appoint Toplis Associates as Auditors for financial year 2020-21.

**Resolved:** Approved

**10. To discuss the website and compliance with Accessibility Regulations**

Work was required to ensure that the website complied with the Accessibility Regulations by the deadline of September 2020. Cllr Wright would produce a report on what was involved. The item was deferred to the July meeting.

**11. To discuss Home Farm spreading and Scarecrow Festival parking**

Cllr Turley updated the Councillors on complaints from some residents about odours from recent spreading. A resident and the farmer had worked on a plan together to explain when spreading would take place, to avoid holidays and weekends, and to improve public awareness. The plan had been published on the website and Elford News, and the Parish Council thanked them both for this.

Home Farm had offered to make a field available for parking during next year's Scarecrow Festival as the Sportsfield would not be available due to the clauses of the Lease. Cllr Turley offered to meet the farmer to discuss this.

**12. To consider maintenance**

Problems had become evident with the wood used for the new notice board and this

would be replaced free of charge.

Alan had now planted the tubs, volunteers were needed to water these in dry spells. Painting of the play equipment had been progressing well, Alan would be thanked. It was noted that the privet bushes by the phone kiosk had grown back well. Various weeds in front of the former Social Club needed treating, and the hedge trimming back. A hedge overgrowing the path at the corner of Church Road had caused problems for a user of a mobility scooter but had now been cut back. The village was looking tidy, with an excellent job being made of mowing by Rob around the village and by Andy along The Avenue, thanks would be sent to them.

**Resolved:** Approved

**13. To receive questions and reports from Councillors**

Cllr Biden noted that many tyres had been tipped on the Green Lane off Peggs Lane, in addition to other fly tipping reported by the Clerk to Lichfield District Council the previous week. Cllr Leytham said that this was a problem across the District and that the police were involved.

Cllr Biden also referred to an unsigned Right of Way across the field near to the Cricket Ground; the Ramblers Association would be made aware.

Cllr Turley said that he was in discussion with the farmer about hedges next to The Square damaged by spray from weed killer.

Cllr Gilbert was thanked for removing the oil drums and re-opening the picnic area. Cllr Payne asked about the volunteers who were helping residents during the Covid-19 pandemic; Cllr Turley said that he was in regular contact and all was going well. Cllr Leytham reported back from the District Council; most of the grant funding for local businesses had been distributed, there was a successful scheme for food deliveries organised with the Co-op, rough sleepers had been given accommodation, there had been no disruption to waste collections, and Council staff were working from home. They would work with the County Council on Covid-19 test and trace. The District Council would shortly publish its plans for recovery after lockdown and the way forward to support local businesses and residents.

**14. To receive a financial report**

**(a) Banking** – The bank reconciliation was given, there was currently £15,845 in the current account. The taxi money of £1750 had not yet been transferred.

**(b) VAT** – The Clerk had reclaimed £340.20

**(c) Zoom** – Edingale Parish Council had agreed to share the costs. It was agreed to pay for an annual account at a discounted rate.

**Resolved:** Approved

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

The Clerk had circulated copies of the invoices.

Payments: M. Jones, salary, reimbursement of expenses £410.94; HMRC £73.60

A. Robey, handyman work and painting materials £190.65;

R.W. Harcombe, grounds maintenance £125.00;

A. Cox, mowing, The Avenue, £70;

Toplis Associates, audit fee £129.60;  
Lichfield District Council, bin emptying £967.20;  
Payment since last meeting; A. Robey, weed killer and wood stain £53.92  
Receipts; VATreclaim £340.20

**Resolved:** Approved

**16. Date of next meeting:**

13<sup>th</sup> July online at 7pm (Zoom)  
The meeting closed at 20.15 pm.