



Draft Minutes

Meeting of the Parish Council

Monday 12th April 2021 at 7 pm online

Present: Councillors Turley (Chair), Biden, Payne, and Toon

In attendance: Mrs Jones (Clerk), two members of the public

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

Two residents of The Beck had attended to explain about Right of Way 8 and their discussions with the Rights of Way Officer.

1. To receive apologies for absence

Cllrs Gilbert (family reasons) and Hidderley (work reasons) had apologised. An apology was later received from Cllr Wright (work reasons). District Cllrs Leytham and Warburton had apologised as they were attending other meetings.

2. To receive Declarations of Interest

None received.

3. To approve the Minutes of the meeting of 8th March 2021

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

4. To receive the Clerk's Report

The Sportsfield Leases had been sent to the clubs for signing, and once returned to the solicitor would be signed on behalf of the Parish Council before being approved by Birmingham City Council. The sports clubs would be contacted to ask whether an online Committee meeting was required.

The Honours nomination referred to at the last meeting required various information to be submitted on the government website. The link would be sent to Cllr Biden who offered to assist with this.

Cracked pavements at the Croft Close junction and the damaged road sign opposite Fisherwick bridge had been reported to Staffordshire Highways.

A resident had expressed concern about a rumour that a reggae festival would be held near to Elford. The organiser had confirmed that this had been exaggerated and that only a small number of members would attend a camping event in the locality.

Resolved: Approved

5. To consider any planning matters:

(a) New applications;

21/00446/FUH Manor Cottage, Brickhouse Lane, Single storey extension

The Parish Council had no objection to this proposal.

21/00439/FUH, Elford Lodge, Burton Road, erection of garage and garden wall.

No Parish Council objection.

(b) 19/01707/FUL Elford Social Club; no further progress. The Planning Officer had confirmed there were still outstanding issues to be resolved. Cllr Warburton had assisted in this matter and would be asked to clarify what needed to be done to resolve the application.

c) Monitoring of Neighbourhood Plan; Lichfield District Council had been asked whether a review should be undertaken but had suggested this would be more appropriate after the publication of their next Local Plan.

Resolved: Approved

6. To receive an update on site meeting with developers of Land off The Shrubbery

A meeting had been held between the site engineer, a director, the Chair, Clerk and Flood Warden. Revision of the site drainage plans was ongoing, development would not begin until later in the year, although clearance of the trees on the access area had been made. It was agreed that communication between the developers and Parish Council would benefit everyone, and that disruption would be kept to a minimum. Improved weather had prevented any further flooding from the archaeological works.

7. To consider Brickhouse Lane

Highways had confirmed that they would not have a budget to fund structural repairs this year as previously indicated. They would continue to undertake remedial work when reported until a permanent solution could be funded. Cllr Turley had taken photos which showed some temporary filling of the holes and these would be reported as they would not last long. The Parish Council would continue to lobby Highways until this was resolved.

8. To consider Right of Way 8

An update was given by Cllr Turley following the meeting with the householder. Staffordshire CC's Rights of Way Officer had recently visited the site and remained in contact with the householder regarding the removal or re-positioning of the gates.

9. To receive an update on removal of post box

Following a request from a property to turn the post box away from windows Royal Mail contractors had removed the post box in The Square without any notice to users. This had caused great inconvenience as the box at the Burton Road/ The Beck junction was too small. A petition with 150 signatures had been sent to Royal Mail. Tamworth Sorting Office had forwarded the Parish Council's request for a replacement box, preferably at the Village Hall, and this was now in the hands of another department. The Parish Council would continue to lobby Royal Mail.

10. To consider Annual Meeting date and Annual Parish Assembly

The Annual Meeting of the Parish Council, to elect a Chair and review policies, would be held online on Thursday 6th May. The Annual Parish Assembly would be held at the Village Hall on Monday 17th May, taking account of Covid procedures. Representatives of village organisations would be invited to provide written or verbal reports for the meeting.

Resolved: Approved

11. To consider Councillor roles and responsibilities

Following a suggestion from Cllr Turley it was agreed that the Cllrs would take on responsibility and liaison for the following areas and then report back to the Council when required:

Maintenance and facilities, Cllr Toon; Playground, Cllr Gilbert and Payne;
Sportsfield and clubs, Cllrs Gilbert, Biden and Hilderley; Howard School, Cllr Payne;
Village Hall, Cllr Biden; Walled Gardens, Cllr Turley; Highways and traffic, Cllr Turley;
Farmers, Cllrs Hilderley and Turley; Planning, Cllr Hilderley; Developers, Cllr Turley;
Rights of Way, Cllr Biden; Website, Cllr Wright; Finances Cllr Payne.

Resolved: Approved

12. To consider Best Kept Village Community competition

Although the competition would not run in its usual form this year, communities had been invited to enter an online competition showcasing their achievements. This would be considered at the next meeting.

13. To consider playground maintenance

Cllr Payne said that the broken roof tiles were to be replaced by a local roofer. Unfortunately, petty vandalism had taken place and Cllrs would endeavour to find out the culprit and to point out the nuisance caused and cost to the village. The gate to the school needed replacement and they had obtained quotes. Discussion took place on whether to contribute to the cost from the playground fund. Alan had been asked to do the pressure washing as soon as possible.

14. To consider arrangements for Clerk's appraisal

The appraisal would take place online with Cllrs Turley and Payne, and the outcomes reported to the next meeting.

15. To receive questions and reports from Councillors

Cllr Toon said that there had been complaints about parking on the Avenue by visitors to the village. This damaged the grass, dogs were let off leads, and cars endangered children and prevented church goers from parking for services such as funerals. Many of these were visitors to the Walled Garden, Cllr Turley would ask the organisers to give visitors directions to their car park on their website and ask whether they could improve signage in Church Road.

Cllr Biden thanked the bell ringers for tolling 99 bells at St Peter's Church to mark the death of Prince Phillip, Duke of Edinburgh.

16. To receive correspondence

SPCA bulletins; information on training, Council powers, cyber security, Code of Conduct, FOI, resumption of actual meetings
Lichfield District Council news items; re-opening advice for businesses, grant information, elections, new housing service; Cllr Leytham, water metering campaign
Lichfield District Council increase in bin emptying charges
Great British Spring Clean launch event
Transforming the Trent Valley meeting
Resident regarding government consultation on virtual meetings
Staffordshire County Council loneliness campaign

17. To receive a financial report

A bank reconciliation had been circulated; the current account stood at £3272 at the end of the year, playground deposit at £9263, taxi deposit at £1043. PAYE end of year reporting had been done. The VAT reclaim of £252 had been received. The Clerk would prepare the Annual Governance and Audit Report and arrange the Audit.

Resolved: Approved

17. To consider authorising schedule of accounts for payment

The Clerk had circulated the invoices.

Payments: M. Jones, salary, reimbursement of expenses £397.84; HMRC £57.40;
Alan Robey, handyman work and reimbursement for materials £114.96;
R. Harcombe, maintenance £145 ; A. Cox, Avenue mowing £70;
Scottish Power, playground electricity £26.25; Village Hall, post office £60
Cllr Payne would authorise these.

Resolved: Approved

18. Date of next meeting:

Thursday 6th May 2021 online at 7pm. The meeting closed at 8.40