



**Draft Minutes of Parish Council Meeting  
Monday 12<sup>th</sup> January 2015  
7pm at Elford Village Hall.**

**Present:** Councillors Batchelor (Chair), Newport, Smith and Standerwick

**In Attendance:** Mrs Jones (Clerk), County Cllr Alan White, 3 members of the public.

**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. Open forum (Public Participation)**

2 members of the public had attended to find out how they could get involved with the running of the playground. The Chair welcomed them as there was a need for new members of the playground group with young families. Members were needed to take part in working parties, report back on repairs needed, and help with fund raising. They would be contacted and kept informed. A member of the group also attended and contributed to the discussion about what would be involved.

**2. To receive apologies**

Councillors Wain, Gilbert, and Taylor had apologised. The apologies were accepted. The Parish Council wished to record their best wishes to Cllr Taylor for his recovery from his recent illness.

**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 8/12/14**

**Resolved:** Approved

To receive information on matters arising from the meeting of 8/12/14:

- i. **Rights of Way;** It was not known if Cllr Gilbert or the Rights of Way team had spoken to local landowners, the Clerk would make enquiries.
- ii. **Sportsfield;** Cllr White was thanked for the donation of £1000 to the car park improvements from his local member's fund, and this would be publicised locally when the work was completed. The Clerk would confirm a likely start date for the work with Cllr Gilbert and pass on information to the football and cricket clubs. The football club was continuing to find sources of funding for further improvements to the facilities.

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

Defibrillator – this had now been installed outside the Village Hall. It could be found under the canopy. Instructions were available for users and it appeared straightforward to use but details would be put on the website and notice board so that residents could familiarise themselves with the equipment. Local organisations would be informed so that first aiders and others knew where to find the defibrillator. The insurance and asset register had been updated to include this.

First Aid training – the dates were yet to be arranged, those who had expressed an interest would be updated as soon as possible.

De-icing – The volunteers who had previously used the sprayer and cleared paths were unable to carry on this winter; an appeal for volunteers would be put on the website and notice board. The Clerk had let the school know that paths would not be treated nearby this year. The Council had previously bought a gritting machine which was no longer needed; this would be sold and potential buyers should contact the Clerk for details. Election information was now available for prospective councillors for the May election and a meeting explaining the process would be held at the District Council offices at 6pm on March 3<sup>rd</sup>.

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

No applications had been received this month.

Consent had been granted for change of use of outbuilding at Elford Mill to tourist accommodation (ref. 14/00868/COU)

Elford Conservation Area Appraisal - Residents should send in comments on the document to the District Council. The Parish Council would send in its own response by the closing date of the end of January.

There was no further information on Home Farm, the application had not yet been re-submitted. Cllr White said that his meeting with all parties had been deferred. He would contact Chris Pincher M.P. on the matter.

**7. To consider the Playground**

There was no Chair of the playground group at present and new members were needed. A meeting would be called for everyone who would be interested in joining. It was important to stress that the tasks involved could be split among many members so that no-one had too much to do; the Clerk would consult existing members for information about what was involved and then advertise the meeting. After discussion it was agreed that the meeting would take place during Open Forum prior to the next Parish Council meeting at 7 pm on 9<sup>th</sup> February at the Village Hall.

**Resolved:** Approved

**8. To consider village maintenance**

Derek would be asked to tighten a loose screw on the new swing at the playground, and to keep the area tidy, in addition to his regular tasks. The Clerk would find out whether the regular playground safety inspections were still being done, and if not would ask Derek to do them for the time being.

**Resolved:** Approved

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

Information about the defibrillator would be displayed. Details of the playground meeting would be added. An appeal for ice buster volunteers, and information about a new yoga class would also be put on the site. The photos had been changed; no new ones had been received.

**10. To receive questions from Councillors**

None received.

**11. To receive the financial report.**

- (a) Bank statements had been forwarded and the bank reconciliation was noted.
- (b) The insurance had been amended to include the defibrillator.
- (c) The precept request would be submitted to the District Council by the end of January.

**Resolved:** Approved

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

Payments to: M. Jones, salary and expenses; HMRC PAYE;  
Elford Village Hall, rental November £117;  
D. Beaumont, handyman work £50;  
Prontaprint, posters £19.20;  
Florascap, Christmas tree, plants and bulbs, £294;  
Information Commissioner, registration fee £35;  
Brimark, installation of defibrillator, £150.

**Resolved:** Approved

**13. To receive correspondence.**

Staffordshire Parish Councils Associations bulletins – including information on election procedure, draft transparency code, media policy, National Planning Policy Framework.

Lichfield District Council- Precept information; Parish Forum – new date Thursday 19<sup>th</sup> March (information on Lichfield Local Plan)

Canal & River Trust membership information

Staffordshire County Council – Staffordshire War Memorials conference

**Resolved:** Noted

**14. Date of next meeting.**

Monday 9<sup>th</sup> February 2015, 7.00 p.m., Elford Village Hall.

The meeting closed at 8.10 p.m.