



**Draft Minutes of Parish Council Meeting  
Monday 13<sup>th</sup> April 2015  
7pm at Elford Village Hall.**

**Present:** Councillors Wain (Chair), Batchelor, Gilbert, Newport, Smith, Taylor and Standerwick (from 7.30)

**In Attendance:** Mrs Jones (Clerk), 7 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.

**Open Forum**

Representatives of Solus Coaches and residents had attended to discuss bus services through Elford.

The Managing Director of Solus, Mr Garratt said that they had taken over the service on an emergency basis last year and had provided a good service since then. They were concerned that the start of a new commercial bus service along the A513 between Tamworth and Burton would cause residents of Elford to stop using their local service. He stressed that if the subsidised service was not well enough used it would be withdrawn by the County Council, and would not be replaced in the future if the commercial service proved to be un-economic and closed down. That would leave the village without a bus service at all, so he urged residents to keep using the Solus buses.

Residents commented that the local bus took an hour to make the journey back from Tamworth as it called at several other villages first, and this caused a problem for shoppers. They asked if the route could be reversed for some of the trips. Apart from this they were happy with the service from Solus.

Mr Garratt said that he would discuss improvements to the timetable with the County Council and would let the Parish Council know the results of discussions, so that the Clerk could pass on the information. The Chair thanked everyone for attending the meeting to discuss the matter.

Another resident had attended to inform the Parish Council about a scheme he had seen in the Peak District which used a vending machine for basic supplies of groceries for residents. Councillors felt this was a good idea and the Clerk would make enquiries about it.

**1. To receive apologies**  
Cllr Standerwick (late)

**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 9/3/15

**Resolved:** Approved

To receive information on matters arising from the meeting of 9<sup>th</sup> March:

(1) Sportsfield;

The car park work had now been completed; it was asked whether a top layer was needed and Cllr Gilbert would consider this.

Parking had improved but further spaces would be available after the summer when further works needed by the Football Club would be done. A plan was produced showing that a small area requested by the Cricket Club would also be surfaced. Invoices would be sent out to the Clubs for their share of the work.

(2) Picnic Area;

It was agreed that this would be closed off with a wooden barrier when quotes had been received; there had been no objection from the landowners. The police would be asked to increase police presence in the area on a regular basis to prevent anti-social behaviour.

### 4. To receive the Clerk's report

**Nominations** – 4 Councillors had submitted nomination forms; Cllrs Wain, Gilbert, Smith and Taylor would be members of the next Parish Council, an election would not be required. Cllr Standerwick had not been able to hand in his form but was prepared to be co-opted. Cllrs Batchelor and Newport confirmed that they would not stand again and were thanked for their contribution to the Parish Council. The vacancies would be advertised to residents.

**Rights of way** – The County Council team had agreed with the landowner to install a barrier at either end of route 15 and work would take place in due course. They would be asked to make the route passable. They would also contact the landowner of route 7 regarding the installation of stiles and would inform the Council of progress on this.

**Transparency Code** – Compliance with the Code was now mandatory; Parish Councils must publish annually on a publicly accessible free website all items of expenditure above £100, end of year accounts, annual governance statement, internal audit report, list of Councillor responsibilities, and details of land and building assets. They must also publish draft minutes within a month of meetings, and publish agendas no later than 3 clear days before each meeting. Most of this information was already available on Elford Parish Council's website.

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

- (a) 15/00282/LBC and 15/00281/FUL 2 The Old Coach House, Old Hall Drive, Elford  
Demolition of an existing timber framed conservatory and the erection of a new single storey extension to form dining /living room. RESOLVED No objection.
- (b) 14/00634/FUL Construction of a lagoon to hold liquid fertiliser, Home Farm  
The application had been refused by the District Council's Planning Committee.
- (c) Lichfield District Council - Consultation on Alrewas Neighbourhood Plan, consultation on Community Infrastructure Levy charging schedule.

**6. To consider the Playground**

The mandate for the Lloyds bank account would be changed as soon as the forms were complete. Derek had continued to maintain the playground; a volunteer rota for checks had been drawn up and was now in operation, many residents had offered to help. Cllrs Gilbert and Standerwick had inspected the playground in order that a future plan of action could be made. They had concerns about rot on fencing and some timber equipment, and trip hazards on matting. It was agreed to ask the District Council to advise on the best way forward. Problems caused by the overhanging trees were discussed and various solutions put forward. The previous Annual Safety Inspection report would be sent to Councillors; improvements would be considered at a future meeting.

**Resolved:** Approved

**7. To consider future expenditure ideas.**

Expenditure on the playground would be a priority; RESOLVED to defer this item.

**8. To consider the Annual Parish Assembly.**

This would be held on Monday 11<sup>th</sup> May at 7.30 p. m. A short Annual Parish Council meeting to consider essential business would take place at 6.30 p.m. Local groups would be invited to address the Annual Parish Assembly and representatives from the Staffordshire County Council Superfast Broadband team would attend to advise residents on broadband issues.

**9. To consider Best Kept Village**

Cllr Standerwick would arrange for the banners advertising this to be displayed, and would contact the school to ask them to provide children's posters and competitions. It was agreed that a date for a village litter pick should be agreed. The village would be marked down on dog fouling; as this was a problem again in the walkway near to Croft Close notices would be put up reminding owners to clear up after their dog. The Judges' comments from last year were being addressed, improvements were planned for the Social Club grounds. Information would be put on the website.

**10. To consider request for a donation to the Staffordshire Tithe Map Digitisation Project.**

RESOLVED not to donate to this project.

**11. To consider village maintenance**

Derek would be asked to tidy the phone box, bus shelter and alleyways prior to the visit of the Best Kept Village Judges.

It had been commented by residents that the daffodils looked lovely this Spring, and more bulbs would be ordered in September.

Weed killer would be put on the brambles along The Shrubbery to keep stop regrowth.

The trees on the bank near Elford Lowe had been reported to Birmingham City Council and would be inspected. The Neighbourhood Highways Team would be asked to cut back overgrowth on the pavements on the A513.

**Resolved:** Approved

**12. To consider the website**

New photos were required and the School would be asked if a photo competition for the children could be organised. The policies section would be completed shortly.

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

Cllr Wain had been asked by a resident if the Philip Mead memorial sign in Church Avenue could be replaced by the Parish Council but this was not agreed to. He would reply to the enquiry.

Cllr Batchelor had been asked whether the Parish Council could contribute to improvements to the edging on Church Drive. Vehicles were parking inappropriately on the verges. This would be very expensive, signs could be cheaper; it would be considered at the June meeting and Derek would be asked to tidy the edges in the meantime.

Cllr Smith reported that the appeal for a Scout group had been well supported, around 25 children were interested, but there was currently a shortage of volunteers to train as leaders. A taster session would be arranged at the Village Hall.

Cllr Gilbert reported that a culvert on Brickhouse Lane needed repair; this would be reported to Highways.

**14. To receive the financial report.**

(a) Bank reconciliation – this was noted.

(a) Bank statements – these had been forwarded to Councillors.

(b) Audit dates – the internal audit would take place on 23<sup>rd</sup> April; the notice advertising public rights to inspect the accounts had been displayed. The Annual Return should be approved before 8<sup>th</sup> June.

**Resolved:** Approved

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

Payments to: M. Jones, salary and expenses;

D. Beaumont, handyman work £100;

Community Council, Membership fee £25

RW Harcombe, maintenance, February/March £305

Elford Village Hall, Room hire, February/March £124

Staffordshire Parish Councils' Association, annual subs £209

Tim Gilbert Services Limited, Car Park Refurbishment, inc. VAT £3,600 (a third each to be reimbursed by the Football and Cricket Clubs)

**Resolved:** Approved

**16. To receive correspondence.**

Staffordshire Parish Councils Association, bulletins and Gazette

Grant Thornton, Audit information

Tithe Map donation request

Resident request replacement commemoration sign for Phillip Mead, Church Ave.

**Resolved:** Noted

**17. Date of next meeting.**

Monday 11th May, 2015

6.30 p.m, Annual Meeting of the Parish Council

7.30 p.m., Annual Parish Assembly, Elford Village Hall.

The meeting closed at 9 p.m.