



## Minutes

### Meeting of the Parish Council Monday 10<sup>th</sup> July 2017 7 pm at Elford Village Hall.

**Present:** Councillors Jones (Chair), Gilbert, Smith and Turley.

**In Attendance:** Mrs Jones (Clerk), District Councillor Leytham, 10 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

Many residents had attended to discuss the forthcoming exhibition about a housing proposal. Cllr Jones pointed out that the Neighbourhood Plan Steering Group had identified the land concerned as open space, and the proposed access point had been refused planning permission some years ago on the grounds of highway safety. Councillors and Steering Group members would attend the exhibition to find information about the proposal. The Neighbourhood Plan would carry significant weight if an application was made, and the conservation area, which was due to be extended, would be a consideration. Housing to meet Elford's needs was proposed under the Neighbourhood Plan, according to criteria acceptable to residents, and this site was not appropriate.

Various other points were made by those present, including the growing population of the country who all needed homes, pressure from the government to provide housing, the need in Elford for homes for young people so that they did not have to leave the village, the need for properties so that older people could downsize and free up larger homes for families, and the wish of many residents to keep Elford as it is. It was agreed that everyone wanted to protect what made the village special, while keeping it sustainable for the future. Cllr Leytham advised everyone to attend the exhibition and to voice their concerns to the organisers. Cllr Jones thanked everyone for attending and sharing their views.

#### 1. To receive apologies for absence

Cllr Collins had apologised as he was on holiday. The apology was accepted.

#### 2. To co-opt members on to the Parish Council and to receive signed Declarations of Acceptance of Office

Andrew Payne and Barry Wright were co-opted as Councillors. The Declarations of Acceptance of Office were signed.

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 12/6/17**  
The minutes were approved and signed by the Chair.

**To receive information on matters arising from the meeting of 12<sup>th</sup> June.**

(i) Best Kept Village; an invitation to the announcement of results had been received; no Cllrs were available to attend. It was agreed to reconsider how best to approach the competition early next year.

(ii) Mirror at The Shrubbery/Tamworth Road junction; Highways had said they would not supply this. It was suggested that the Parish Council could do so but it was felt most appropriate to discuss the whole issue of traffic safety at the A513 junctions with Highways. The Clerk would contact the Highways Liaison Officer for advice.

(iii) Meeting with Birmingham City Council and Action Group regarding Home Farm; suggested dates had been put forward, Cllr Jones indicated he could attend if required.

**Resolved: Approved**

5. **To appoint members to committees and local organisations**  
This item was deferred to the next meeting.

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

Leases - No response on the amended Leases had yet been received from Birmingham, this had been chased up again.

Playground - new volunteers had been added to the inspection rota. One report had reported that bolts on the boat needed fixing, Gavin would be asked to do this. The County Councillor's office had been given evidence of the spending of the grant on surfacing repair work.

Sportsfield licence – this was ready for signing and would be forwarded to the clubs.

Village Hall – the accounts had been received for submitting to the Charity Commission, as the Council was Custodian Trustee.

Audit – the internal audit report had been received.

Defibrillator - new pads had been purchased, the device should be inspected frequently to ensure that all was still in order.

Picnic area – a member of the public had reported that a tent had been left there along with litter. The landowners would be contacted to ask for it to be cleared.

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

(a) 17/00894/FUL Mill House, Tamworth Road, Elford; first floor side extension and conversion of existing garage to form annexe/ guest accommodation – Cllrs discussed whether this would constitute a dwelling as it would double the size of the existing building, however there were no material considerations on which to object.

(b) 17/00866/FUL Upfields Farm Elford Road; demolition of single storey annexe and erection of a single summer room / snug, installation of new entrance gates and various other internal and external works. No documents were available yet so a decision would be made in due course.

**Resolved: No objection**





**8. To consider maintenance**

Maintenance tasks for Gavin were discussed, he would be asked to clear the walkway to the school and continue with routine tasks around the village now that the job at the Church Road corner was finished. It was agreed that the Clerk would prepare a planned maintenance programme for the year. Cllr Gilbert would advise Gavin on what was required each month.

*Action: Clerk, Cllr Gilbert*

**Resolved:** Approved

**9. To consider the lawnmower servicing and storage**

No cost for the lawnmower servicing was available yet. Cllr Smith had enquired whether the cricket club could store it but they had no space. Cllr Gilbert and Gavin had checked the shed and found that a lot of rubbish clearing was needed, they would deal with this so that space would be available for storage.

*Action: Cllr Gilbert*

**Resolved:** Approved

**10. To consider S115 licence for Elford Welcome Signs**

The County Council had prepared a legal agreement for locating the signs on the verges and this was signed on behalf of the Parish Council by the Clerk and Chair, prior to being returned to be sealed.

**Resolved:** Approved

**11. To consider the provision of outdoor fitness equipment**

Various residents had indicated they would be in favour of installing fitness equipment as discussed at the last meeting. Cllr Smith suggested that the wooden type like that at Whittington would be the most appropriate. The area at the end of the field could be used. The Clerk would obtain information from various companies and send it to Councillors.

*Action: Clerk*

**Resolved:** Approved

**12. To consider installation of a dog waste bin at the Walled Garden**

The Walled Garden group had enquired about purchasing a bin for dog waste as dog owners did not always clear up and this was causing a problem at the gardens. It was agreed to propose that if they bought a bin the Parish Council would ask Lichfield District Council to add this to the weekly collection, and would then invoice the group for the cost.

*Action: Clerk*

**Resolved:** Approved

**13. To consider consultation on draft Anaerobic Digestion facility permit in Measham**

A response would be sent to the Environment Agency consultation expressing the Parish Council's concerns about the production of waste which would be spread at Elford.

*Action: Clerk*

**Resolved:** Approved



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

None received

**15. To receive correspondence**

SPCA bulletins

Community Council, invitation to announcement of results Best Kept Village competition

Police & Crime Commissioner, Space summer holiday activities scheme

TDCS, Armistice Day event invitation

Civic Voice, Arboretum event

Kids Save Lives initiative

Lichfield District Council consultation, Lichfield City Neighbourhood Plan

Lichfield District Council Parish Forum, information from meeting.

**16. To receive a financial report.**

(a) Bank reconciliation. The total stood at £30,331, including playground funds of £10,212.

(b) Bank mandates. Forms were signed to remove former Councillors Wain and Standerwick as signatories from the Cooperative bank accounts, and Cllr Wain as signatory from the Lloyds playground fund accounts.

A form was signed to apply for the Clerk to use Lloyds on - line banking

**Resolved:** Approved

**17. To consider authorising the schedule of accounts for payment.**

Payments to: M. Jones, salary and expenses June £497 and July £335.30;

Elford Village Hall, room hire and post office £124;

G. Cox, maintenance £90;

RW Harcombe, maintenance £170;

Toplis Associates, audit fee £114;

Lichfield District Council, bin emptying £967.20;

HMRC, PAYE £201.60

**Resolved:** Approved

**18. Date of next meeting:** Monday 11<sup>th</sup> September, 7 pm

The meeting closed at 21.30

