



Minutes

Meeting of the Parish Council

**Monday 10th June 2019
7 pm, at Elford Village Hall**

Present: Councillors Biden, Gilbert, Hidderley, Payne, and Turley

In attendance: Mrs Jones (Clerk), District Cllrs Warburton and Leytham, 4 residents

Open Forum

The organiser of the Coffee Shop at the Village Hall had attended to offer a contribution from the 2018 profits towards the needs of the village. She wished to support the taxi service so that any residents requiring transport could have extra trips to Tamworth or travel to Lichfield, and this should be available to anyone who wished to use it. A volunteer was willing to continue to book the taxis and to collect donations from the users. There was also a sum available for spending on improvements at the playground from the profits made so far in 2019. Cllr Payne said that a working party would be arranged in September to refurbish the equipment. The Chair complimented her for all that she had done in raising the money and running the popular Coffee Shop, and for providing this generous donation. Another resident asked about the Parish Council's response to the planning application for land at The Shrubbery. The Chair said that this would be discussed later in the meeting and a response would be sent on the application; residents should let the Parish Council know their views on the plans and were also encouraged to send in their comments to Lichfield District Council's Planning Department. Cllr Warburton said that submissions could be accepted by Planning beyond 20th June. Parking for the Scarecrow Festival was also mentioned; Cllr Turley had attended a meeting with the organisers at which parking on the cricket field was discussed and contingency plans referred to, and the concerns of the Parish Council about wet weather alternatives had been answered.

1. To receive apologies for absence

Cllr Wright had apologised due to his attendance at a funeral.

2. To receive Declarations of Interest

Cllr Payne declared an interest in the planning application at his property in item 6.

3. To approve the Minutes of the meeting of 14/5/19

The Minutes were approved and signed by the Chair.

4. To co-opt a member to fill a vacancy on the Parish Council

One resident, Garry Toon, had applied and was co-opted. His Declaration of Acceptance of Office was signed. He took his seat as a member of the Parish Council.

Resolved: Approved

5. To receive the Clerk's Report

Training courses; dates were available for Councillors to attend training at Stafford. Fitness equipment; the sign would be ordered, Cllr Turley intended to arrange photos for the Mercury, feedback was positive and the equipment appeared to be well used. The area around it needed strimming and Cllr Hilderley would obtain a quote to purchase a trimmer for Alan to use.

Bridge over River Tame; Cllr White had contacted Highways who said that a repair would be arranged in due course.

Parish Forum Tuesday 25th June; this would include planning and police information. Cllrs Biden and Wright would report back on the information given.

Election department expenses forms; the Councillors were reminded to return these.

Resolved: Approved

6. To consider Planning applications

- (a) 19/00633/FUH Drey House, erection of two storey detached garage; comments would be sent regarding poor access for construction vehicles, and the need to obscure windows overlooking neighbouring properties. No objection.
- (b) 19/00736/FUH Courtyard Cottage; timber fence and gates replacing with brick wall and access gates; the wall should be constructed with appropriate materials as it was in the conservation area. No objection.
- (c) 19/00700/FUH Greenacres, The Square, replacing conservatory with larger day room; no plans were yet available, but there was no adverse impact on neighbouring properties. No objection.
- (d) 19/00725/FUH Home Farm House, demolition of existing timber building and shipping containers and subsequent erection of detached outbuilding to form office; This well designed building represented an improvement to the property and would provide better employment accommodation. No objection.
- (e) 19/00662/REMM Land at The Shrubbery, approval of Reserved Matters for appearance, landscaping, layout and scale for the erection of 25 dwellings including new access and vehicle turning area in accordance with application 17/01379/OUTM; Cllrs discussed the application including protection of trees and hedging, visual impact on neighbouring heritage buildings, siting of the balance pond and flooding risk; the Clerk would prepare a response to be circulated to Cllrs before submission to the planning department. Cllr Turley would contact a resident who had contacted Cllr Leytham. *Action: Clerk, Cllr Turley*

DTT

7. To consider Scarecrow Festival

Cllr Turley had met the organisers, as explained during Open Forum, and they intended to come to the next meeting. The Cricket Club would be informed.

8. To consider donation from the Coffee Shop

This had been covered during Open Forum.

9. To consider Right of Way off The Beck

The Parish Council had been informed by the County Council's Rights of Way Officer that route 6 was not a right of way as the definitive map showed it going through the Social Club and a house rather than the route used by local people. However, residents had used the route for many years and the County Council would be informed of this. The Clerk was asked to contact Bromford about the tenant blocking the stile, which was a danger to users of the route. The District Cllrs advised on who to contact at Lichfield regarding anti-social behaviour. Cllr Biden would obtain information from the Ramblers Association. *Action: Clerk, Cllr Biden*

This would be discussed again at the next meeting.

Resolved: Approved

10. To approve the Annual Governance Statement

The Annual Governance Statement was approved and signed.

Resolved: Approved

11. To approve the Accounting Statements

The accounts, bank reconciliation and variances had been circulated and the Accounting Statements were approved and signed.

Resolved: Approved

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

The certificate was signed. The Audit would be publicised according to the Accounts and Audit Regulations.

Resolved: Approved

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

The Internal Auditor's Report was signed. Toplis Associates were appointed as Auditors for the following financial year.

Resolved: Approved

14. To consider maintenance

Trees on Burton Road had required trimming, this had been dealt with.
Playground repairs; a broken train panel needed repair, Alan would be asked to do this and to trim around the fitness equipment when a strimmer had been obtained.

Resolved: Approved

15. To consider repairs to the notice board

The locks needed repairing and this would be organised shortly.

Resolved: Approved

16. To receive questions and reports from Councillors

Cllr Turley had been asked again about the Parish Council buying cones for village events. This would be discussed at the next meeting when costs were available.

17. To receive correspondence

SPCA bulletins
Lichfield District Council, news releases
SCC Data protection officer service
Pensions Regulator, redeclaration of compliance due.

18. To receive a financial report

The bank reconciliation was given.
Playground repair costs would be deducted from the earmarked sum.

Resolved: Approved

19. To consider authorising schedule of accounts for payment

Payments to: M. Jones, salary and expenses; £403.61; HMRC £78.20;
Elford Village Hall, room hire £19.25;
A. Robey, handyman work and materials £107.19
RW Harcombe, grounds maintenance £145.00;
A Cox, Avenue mowing £70;
Acorn Taxis, weekly taxi, May £145.90;

Resolved: Approved

20. Date of next meeting: Monday 8th July 2019.

The meeting closed at 9 pm.

