

# **Minutes**

# **Meeting of the Parish Council**

# **Thursday 6th May 2021 at 7 pm online**

Present: Councillors Turley (Chair), Gilbert, Hidderley, Payne, and Toon

In attendance: Mrs Jones (Clerk), District Cllr Leytham, one member 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**

Discussion took place with the site developer regarding the lack of progress on the Social Club application. It was now around 17 months since the application, there had been several changes of planning officers, the developer had done whatever was asked but each officer had different requirements. Information requested had been sent but not uploaded onto the website, and there was poor response to calls and emails. The Chair said that the Parish Council was fully supportive of the scheme, as an improvement to the village, and wanted the matter resolved. The site was untidy, children played there and could cause damage. Cllr Leytham suggested that the Parish Council should contact the team leader to ask for the matter to be progressed. Cllr Turley said that he would do so and would report back.

1. **To appoint a Chair and to receive the Chair’s Declaration of Office.**

Cllr Turley was appointed as Chair for the year.

1. **To appoint a Vice Chair.**

Cllr Payne was appointed as Vice Chair.

1. **To receive apologies for absence**

Cllrs Biden (on holiday) and Wright (work reasons) had apologised, and the apologies were accepted. District Cllr Warburton had apologised as he had another meeting.

1. **To receive Declarations of Interest**

None received.

1. **To approve the Minutes of the meeting of 12th April 2021**

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

**Resolved:** Approved

1. **To receive the Clerk’s Report**

Post Box; it had been confirmed that a replacement box had been ordered, but Royal Mail had been unable to confirm the location or type when contacted. It was thought that a new collections manager at Tamworth would be able to assist.

Taxi; the service for those residents without transport had resumed on Friday mornings after the end of lockdown.

Annual Parish Assembly; those who had reported in previous years had been invited to attend this year on May 17th at the Village Hall

Virtual meetings; the legislation enabling these would end on May 7th so future meetings would resume at the Village Hall.

Holiday dates; the Clerk would be away on annual leave later in the month.

**Resolved:** Approved

1. **To consider any planning matters:**

19/01707/FUL Elford Social Club;no further progress, discussed during Open Forum.

Land at The Shrubbery; no further information received.

Recently demolished property in The Shrubbery; this had been granted planning permission in 2018.

**Resolved:** Approved

1. **To review Standing Orders, Financial Regulations, Financial Risk Assessment, Asset Register and other policies**

The reviewed policies were considered and amendments agreed.

**Resolved:** Approved

1. **To adopt a Health and Safety Policy**

The new Health and Safety policy was approved.

**Resolved:** Approved

1. **To consider parking in Elford**

Cllr Turley had spoken to a representative of the Walled Garden and a letter had been received from the Elford Hall Garden Project which clarified that since the re-opening of the gardens the majority of their visitors had used the car park and that people parking in The Avenue did so when visiting the Sportsfield and Playground. Cllrs felt that if there was a problem during well attended services the church would take measures to ensure there was sufficient parking. Signage could be improved slightly but too many signs would have a detrimental effect on the village character.

1. **To consider the Sportsfield**

Cllr Gilbert had met Football and Cricket Club representatives to resolve queries about the car park and it had been agreed to amend the Lease plan. The Football Club would then sign their Lease. A Sportsfield Committee Meeting would be arranged in June to discuss levelling of an area.

**Resolved:** Approved

1. **To consider Best Kept Village Community competition**

Although the competition would not run in its usual form, communities had been invited to enter an online competition. It was agreed not to enter this year.

**Resolved:** Approved

1. **To consider playground maintenance**

There had been a problem with the power supply which had delayed jet-washing of the surfaces, Alan was available to do this work and hopefully this could proceed now. Cllr Payne reported on minor repairs required and suggested new picnic benches should be purchased, costs would be obtained. It was agreed that it would be safer to remove the barbecue area, Cllrs Gilbert and Toon would deal with this.

**Resolved:** Approved

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

Cllr Toon asked whether anything further had been heard about the canoe launch point at the Picnic Area; the Clerk would make enquiries of the organiser and point out that it could be affected by drainage from the Shrubbery development.

Cllr Gilbert said that the footpath at the end of The Beck was in a poor condition. The Clerk would report this to Highways; exact details of the location and photographs were required.

Cllr Turley had been asked by a resident whether a plant tub could be installed at the end of Croft Close by the path to the Social Club. Cllrs agreed it was a good idea and it was thought that Andrew White Fencing could supply this.

Cllr Turley had been informed by a resident of The Square about an industrial oven and generator, which could generate noise and business traffic. This would be a matter for the District Council who had been contacted.

1. **To receive correspondence**

SPCA bulletins and training information;

Lichfield District Council news items, including election information.

1. **To receive a financial report**

The bank reconciliation showed £18,400.98 in the current account following the receipt of the precept from Lichfield District Council. The Internal Audit would take place in May and the Annual Government and Audit Report would be available for approval at the next meeting.

It was agreed to approve the following earmarked reserves for the year;

playground £9,264.63 and taxi service £1,044.79.

**Resolved**: Approved

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

The Clerk had circulated the invoices.

Payments: M. Jones, salary, reimbursement of expenses £463.71; HMRC £83.80; Alan Robey, handyman work and reimbursement for materials £52.50;

R. Harcombe, maintenance £100; A. Cox, Avenue mowing £70;

Village Hall, post office room hire £48; Bennetts Taxis 86.40;

Staffordshire Parish Council’s Association subs £194, training fee £50;

Cllr Payne would authorise the payments.

**Resolved**: Approved

1. **Date of next meeting:**

Annual Parish Assembly 17th May 7.30 pm,

Parish Council Meeting 14th June 7pm.

The meeting closed at 8.05 pm