

# **Minutes**

# **Meeting of the Parish Council**

# **Monday 14th June 2021 at 7 pm at Elford Village Hall**

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

In attendance: Mrs Jones (Clerk) and District Cllr Warburton

 **Open Forum**

No members of the public had attended.

The Chair welcomed everyone to the first face to face meeting since March 2020.

1. **To receive apologies for absence**

District Cllr Leytham.

1. **To receive Declarations of Interest**

None received.

1. **To approve the Minutes of the meeting of 6th May 2021**

The Minutes were approved.

1. **To receive the Clerk’s Report**

The Annual Parish Assembly had been postponed due to restrictions on the numbers of people allowed to meet indoors. The reports received to date had been published on the website, reports from other organisations would be welcomed.

The Canoe Launch proposal for the picnic area would not proceed, due to their lack of funding at the present time.

Plant tub for Croft Close – this had not yet been actioned but would be arranged shortly. Cllr Wright confirmed that there was sufficient space for it.

HM Queen’s Platinum Jubilee 2022 – there would be a long bank holiday weekend and it was hoped that locals would help organise a village event to celebrate this.

Communications – Cllr Wright would attend Facebook training. The Parish Council would produce a six monthly newsletter to keep residents informed about what it does for the village, possibly beginning in September, Cllr Wright offered to coordinate this.

The notice board backing had been repaired by the installer.

**Resolved:** Approved

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

New applications

1. 21/00431/FUH 1 The Square, demolition of existing lean-to conservatory and small outbuilding, construction of single storey conservatory/extension at rear and creation of a new pedestrian access for occasional use in existing garden wall:

Cllrs had no objection to the new extension but agreed to oppose the proposal to make an entry through the historic wall. Cllrs Turley and Payne felt it appropriate to abstain from the vote on this.

1. 21/00793/LBC The Old Rectory, The Gardens, works to listed building to create new internal opening:

The Cllrs felt that this was a specialised matter for building experts and it was inappropriate to comment.

19/01707/FUL Elford Social Club;no further progress had been made and yet another planning officer had taken over the application. Senior planners had been contacted to raise the concerns of the Parish Council about the lack of progress but had not replied. Cllr Warburton would take this up with the Planning Department again. The site had been made safe with fencing but remained an eyesore. It was agreed to contact Christopher Pincher MP to see if he could take up the matter.

Land at The Shrubbery; no further information had been received, Elan Homes had been contacted but had not yet replied. They would be asked to reinstate the damaged fence on the track to the site.

**Resolved:** Approved

### To receive and note the Annual Internal Audit Report 2020-21

The Annual Internal Audit Report was received and noted.

The Internal Auditor had pointed out that the reserves were low; this would be considered during preparation of the next budget and precept request.

### To approve the Annual Governance Statement 2020-21

The Annual Governance Statement was approved.

### To approve the Accounting Statements 2020-21

The Accounting Statements were approved.

### To approve the Certificate of Exemption confirming that the Parish Council is exempt from a limited assurance review for 2020-21

### The Certificate of Exemption was approved.

### The Annual Governance and Audit Report for 2020-2021 would be published on the website and notice board to comply with regulations.

###  To consider the playground – maintenance, quote for electrical work, provision of benches and requests for use by groups

Electrical checks and certification were overdue, and it was agreed to accept the quote from BJ Electrical Services for this work and to include the lights.

It was agreed to obtain picnic benches to a maximum value of £500, Cllr Payne would organise good quality recycled or wooden benches.

The Clerk would arrange for the hedge between the school and playground to be trimmed. A new gate would be installed by contractors, with the School and Parish Council sharing the cost.

Alan had begun jet washing the playground and would continue next week. It was agreed to increase his hourly rate of pay as handyman. Discussion took place on replacement of the surface and long term plans for the playground. Cllr Payne would begin looking into grant options, Cllr Warburton suggested that the District Council’s funding officer could advise.

### The Awoingt group had asked permission to use the playground for a pancake event and this was agreed, along with a request from a village family for another date.

###  Resolved: Approved

1. **To consider the Sportsfield**

Cllrs agreed that the matter of the Leases was taking too long. The Football Club would be asked to sign the documents by the end of the month. It was not felt that a Committee meeting was required.

 **Resolved:** Approved

1. **To consider Church Road signage**

It was agreed to replace the laminated 20 is plenty signs with more durable ones.

**Resolved:** Approved

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

Cllr Biden informed the Cllrs that he had discovered an old well on his property, a forgotten part of Elford’s history.

Cllr Gilbert asked if there had been any progress on the gate at the Right of Way over The Green; Cllr Turley would enquire.

He also asked whether, following his discussion with the tenant, Bromford could be invited to the next meeting, to discuss the Right of Way passing through 9 The Beck.

Cllr Toon asked about a packing plant at Home Farm, it was agreed that as it was for onions grown on the farm it shouldn’t cause an increase in traffic. Cllr Turley confirmed that the farmers continued to share information on spreading dates which had been publicised on the website and Facebook page.

Cllr Wright reported back on the Be a Better Councillor course run by SPCA, including decision making and information for new Councillors. He also advised on issues regarding updating the website.

Cllr Payne asked whether the Avenue grass was due to be cut soon, the Clerk confirmed this.

Cllr Turley raised the question of CCTV, for consideration at a future meeting.

Cllr Warburton informed the Cllrs of matters concerning Lichfield District Council; including awaiting traffic surveys for information for the Local Plan and consulting on the future of Lichfield city centre.

He also made suggestions for good practice, including precept setting, use of the Parish Forum to share information on recommended suppliers for items such as benches, and holding a Meet the Councillor session. He also said the District Cllrs each had £300 a year to spend on small projects which would make a difference to their communities.

1. **To receive correspondence**

SPCA bulletins and training information;

Lichfield District Council, Parish Forum cancelled, vaccination rollout briefing, various news items added to the website and Elford News Facebook page;

Volunteers regarding future support for vulnerable residents, details to be aired at a future meeting;

Home Farm informing of spreading dates;

Correspondence with Fisherwick event organisers

HS2 information webinars

1. **To receive a financial report**

Bank reconciliation; current account £17,207, Deposit, £9,264 (Playground account), 95 Day Notice £1,044 (Taxi account), receipts £16002, payments to May £2064

An invoice for subs to had been overpaid to SPCA and they would be asked to keep it in credit for the next payment.

 **Resolved**: Approved

1. **To consider authorising schedule of accounts for payment** Payments: M. Jones, salary, reimbursement of expenses £417; HMRC £57; Alan Robey, handyman work £112.50; R. Harcombe, maintenance £230; A. Cox, Avenue mowing £70; Village Hall, post office room hire £48; Bennetts Taxis £115.20; Toplis Associates, audit fee £135; Birmingham City Council, ground rent £5, Scottish Power, playground electricity £20.96

Cllr Wright would authorise the payments.

 **Resolved**: Approved

1. **Date of next meeting:** Monday 12th July, 7pm, Elford Village Hall

The meeting closed at 9 pm