



## **Minutes**

### **Meeting of the Parish Council**

**Monday 14<sup>th</sup> February 2022 at 7 pm at Elford Village Hall**

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

In attendance: Mrs Jones (Clerk), 5 residents

#### **Open Forum**

The Chair of the Village Hall reported that the ground source heat pump heating system was failing after 15 years of use, it needed to be replaced with an up-to-date air source heat pump system which would cost around £40,000. Grant funding was being sought, but a contribution from CIL payments would be welcomed.

Grant funding was being applied for to provide flood emergency equipment including generators and pumps, to be stored at the Village Hall as Elford's emergency centre, advice on items required had been given by the Flood Warden.

Suggestions were made to mark HM The Queen's Platinum Jubilee, including planting oak saplings, an Elford in Bloom event to coincide with the Flower Festival at St Peter's, and a village tidy up. The Chair confirmed that the Jubilee would also be covered in the agenda for tonight's meeting.

#### **155. To receive Apologies for absence**

Cllrs Biden, Hidderley and Wright had apologised due to isolating, holiday and work and the apologies were accepted.

District Cllr Leytham had also apologised.

Cllr Toon had sent his resignation from the Parish Council. The Chair had thanked him for his service. Lichfield District Council would be informed, a notice would be displayed and the vacancy advertised.

#### **156. To receive Declarations of Interest**

None received.

#### **157. To approve the Minutes of the meeting of 10<sup>th</sup> January 2022**

The draft Minutes were approved and signed.

**158. To consider HM The Queen's Platinum Jubilee events**

A resident offered to co-ordinate a Platinum Jubilee Lunch at the Sportsfield on Sunday 5<sup>th</sup> June, a simple bring your own picnic event (plus gazebo if wet) for villagers, with live music. Others would be welcome to organise street parties over the 4 day Bank Holiday, and a Flower Festival would be held at the Church. This suggestion was welcomed by the Councillors.

**159. To receive the Clerk's Report**

Fisherwick Bridge – Highways had confirmed the repairs were more complicated than realised, a structural survey would be required when river levels were lower.

Pavements – Several residents had responded to the recent survey asking for pavements to be repaired and hedges cut back to enable mobility vehicles and prams to move around the village. Staffordshire County Highways would be contacted and an enquiry made to Lichfield District Council regarding trimming of hedges and trees in the conservation area.

Hedge at Avenue House – the residents had asked whether they could maintain the hedge opposite their property and Councillors had confirmed this.

Best Kept Village – the competition would run this year after a pause during the pandemic. Residents would be asked if anyone was willing to help organise this. The entry forms would need to explain that the development sites should be excluded from judging.

Right of Way 8 – the County Council were still dealing with this matter.

Taxi - Cllrs said that the time had come to cease the Parish Council involvement with paying the invoices and reclaiming the VAT for the taxi, as few residents used it.

**Resolved:** Approved

**160. To consider any Planning matters:**

Application – 22/00069/PNH 1 Tamworth Road, single storey rear extension, no objection.  
19/01707/FUL Former Social Club land – approved at Planning Committee subject to S106 Agreement. Site clearance had already begun.

**Resolved:** Approved

**161. To receive an update on development of land at The Shrubbery**

This had been discussed during the Public Meeting on 9<sup>th</sup> February; Cllr Alan White had explained the outcomes of correspondence with Elan Homes and had offered to help the residents of Eddies Lane and The Beck who had explained their concerns about flood risk and the heights of footings. Elan Homes had offered to clear gullies and sweep the roads each week and were now able to begin work on the sewers and road through the site.

**162. To consider Playground refurbishment quotes and grant funding**

A consultation event had been held on 9<sup>th</sup> February and Cllr Payne would hold a follow up meeting with families, he would also seek the views of the school and parents' group. He would ask providers whether the additional ideas suggested could be incorporated and ask how this would affect the final quotes. Residents had been asked to suggest a name for the new playground. The submission of grant applications would now be made by early June.

**Resolved:** Approved

PJT

**163.To consider outcomes of the Sportsfield Committee Meeting**

The meeting had discussed queries regarding the S106 agreement and a follow up meeting had clarified these. Those present had agreed a long term ambition for a single sports club with a new shared community facility funded by grants and CIL payments and an appeal would be made for volunteers to take this forward.

**164.To consider outcomes of CIL information meeting and residents' survey**

At a public meeting on February 9<sup>th</sup> a large gathering of residents had been informed of the criteria and timescales for CIL payments. The survey had received responses from around 70 households and clarified residents' priorities for spending sums on village projects. The process for decision making on spending the payments was agreed.

**Resolved:** Approved

**165. To approve maintenance contracts**

Contracts for village maintenance by Rob Harcombe and mowing of Church Avenue by Andy Cox for the year were agreed.

**Resolved:** Approved

**166. To approve renewal of the Council's insurance**

The insurance renewal was approved for the following year under the long-term agreement. It would be prudent to seek quotes from other brokers next year.

**Resolved:** Approved

**167. To consider the picnic area**

A request had been made for memorial bench to be placed overlooking the river and it was agreed that permission would be given for this.

The surface of the car park was in a poor state of repair, and consideration would be given to improving this after the development works nearby had been concluded.

**Resolved:** Approved

**168. To consider confidential request from a resident**

A resident had requested permission for a helicopter to land on the Sportsfield during the summer. There was a precent for this, the Cricket Club had no objection and would ensure player safety, and insurance details of the company responsible would be obtained. It was therefore agreed to consent to this.

**Resolved:** Approved

PJT

**169. To consider Brickhouse Lane**

Highways had contacted the Parish Council with proposals to improve the drainage on the lane; Cllrs suggested it could be possible to construct a soakaway under the car park and discussions would continue to try to reach a solution to the surface damage.

**Resolved:** Approved

**170.To receive Questions and Reports from Councillors**

Cllr Turley would discuss the coffee shop proceeds with the organiser.

**171.To receive Correspondence**

SPCA bulletins  
LDC news items for website  
HS2 virtual meetings  
C. Pincher MP, Heritage Fund information  
St Peter's PCC, Jubilee event  
Community Foundation, creative and cultural grants  
Adcocks, documents

**172.To receive a financial report**

See appendix 1

**Resolved:** Approved

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

M. Jones, salary, reimbursement of expenses £565.78; Quilter, pension £14.60  
HMRC £74.20;  
Alan Robey, handyman work £75.00;  
Village Hall, Post Office and Parish Council meeting room hire £79.50;  
Bennetts, taxi hire £86.40;  
B.Wright, website hosting and server certificate £125;  
Prontaprint, newsletter £56, flyer £36;  
SLCC, membership £144.00.  
Gallaghers, insurance premium £450.75  
Cllr Payne would authorise the payments.

**Resolved:** Approved

**174. Date of next meeting:** Monday 14<sup>th</sup> March, 7pm

The meeting closed at 8.45 pm



## Financial Report – appendix 1

### Bank reconciliation

		27/01/2022		Totals
BAL B/F	<b>13,579.08</b>		<b>CURRENT</b>	<b>7,447.43</b>
			DEPOSIT(playground)	7,989.03
			95 DAY NOTICE (taxi)	229.46
RECEIPTS	16539.89			
			earmarked for playground	
			9,263.20	
PAYMENTS	14453.05		earmarked for taxi	
			1,043.85	
<b>TOTAL</b>	<b>15,665.92</b>			<b>15,665.92</b>

### Performance against budget

<u>Heading</u>	<u>Budget sum</u>	<u>To date</u>	<u>Remaining</u>
<b>Staff costs</b>	5722.00	5257	465
<b>Admin</b>	2435	2307	128
eg room hire, taxi, solicitor, subs			
<b>Maintenance</b>	5685	5545	140
eg mowing, handyman, electricity			
<b>S137</b>	0		
<b>Unplanned</b>	0	130	
	<b>13842</b>	<b>13239</b>	<b>603</b>

Sums transferred on 7/1/2022

£432 from taxi account to current account to cover invoices less VAT so remaining admin sum will be £572. It will be necessary to 'vire' £405 from reserves to cover the shortfall this month.

£95.83 from playground 14 day account to cover invoice for repair kit less VAT so remaining maintenance sum will be £235.