



**Draft Minutes of a Meeting of the Parish Council
Tuesday 11th October 2016
7 pm at Elford Village Hall.**

Present: Councillors Standerwick (Chair), Collins, Gilbert and Turley

In Attendance: Mrs Jones (Clerk)

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

One member of the public had attended. He reported that he had recently been knocked off his cycle in Church Road by a truck leaving Home Farm, the driver had been looking behind to see if the vehicle had cornered the bend and had not seen him. The cyclist had taken avoiding action and had been shaken but unhurt. The driver had been called back and had apologised, he had subsequently left his employment. The farm business owner had been written to, but had not replied.

The Councillors felt that it was fortunate that a child was not involved as local children were not street wise, there could have been an injury, and they were concerned that an accident could happen in future. It was agreed to write a letter to politely request that employees and contractors of Home Farm drive at no more than 20 mph through the village. Lichfield Police and Highways Traffic Management department would also be asked for their advice on how to slow traffic in Elford.

1. To receive apologies for absence

Cllr Wain had apologised as he was on holiday. Cllr Smith was working. Cllr Jones had also apologised. RESOLVED to accept the apologies.

2. To receive Declarations of Interest and to consider written requests from Councillors for the Council to grant a dispensation

None received.

3. To approve the Minutes of the meeting of 12/9/16

The minutes were approved and signed by the Chair.

Resolved: Approved

4. To receive the Clerk's report

Notice boards – New backing material was being applied. New keys had been cut.
Picnic area - Birmingham had been asked to attend to the pothole at the picnic area again and would be sent a photo of the site to show what was required. They had been reminded about a no camping sign and this would be chased up.
Speeding traffic in The Shrubbery – this had been reported to the police, PCSO Costas Karpi had attended to observe the problem at school times.
Cricket Club – various incidents of vandalism had been reported. The club building was not overlooked; it was thought that young people from outside the village had caused the damage. The Police had advised on security.
Sports club meeting – this needed to be arranged as soon as possible.
Referendum principles for precept rises - Parish Councils were encouraged to object to a government proposal to apply referendum principles to councils who raised their precepts, as this could prove very expensive.

5. To receive the Clerk's report on planning issues

- (a) 16/00929/FUL Elford Lowe fishing pools, 3 timber cabins for holiday accommodation
RESOLVED no objection, providing there were no Highways objections to the access.
- (b) Huddlesford consultation 17th and 18th October, holiday accommodation proposal.
No Councillors had indicated that they could attend.

6. To consider the Neighbourhood Plan

A letter had been received from a land owner regarding consultation during the preparation of the plan, and a response would be sent.
The next meeting of the steering group would be held on Wednesday 26th October at 7.00pm to consider the draft questionnaire on housing policy which was to be delivered to households in November.

7. To consider playground maintenance

Cllr Standerwick had met a representative of a playground equipment company to discuss surfacing options. He had advised on the options regarding cost and maintenance and would provide quotes for the next meeting. He would also quote for a table game for older children. Another representative would be consulted shortly.
Fund raising to replenish the playground accounts would be twofold – the proceeds of the weekly coffee shop at the Village Hall, plus an event in the Village Hall on 25th February 2017. The Clerk would investigate the possibility of lottery funding.

Actions: Cllr Standerwick, Clerk

Resolved: Approved

8. To consider village maintenance

Highways had been informed about trees in the Beck and a pothole in The Shrubbery.
A list of tasks for Gavin had been prepared, including playground maintenance, notice boards and bus shelter, planting and maintenance of the tubs, maintenance of the kiosk, removal of two trees at the playground, clearance of the allotment area and repair of the fence at the cricket field. The hedge around the kiosk would be reduced by half with the agreement of the neighbours. Cllr Standerwick would continue to liaise with him.
Cllr Collins would obtain information on replacement tubs as some were rotten.

Actions: Cllr Standerwick, Cllr Collins

Resolved: Approved

9. To consider village boundary signage

Specifications had been received from the sign suppliers and an order would be placed for two signs. Highways had confirmed agreement but needed to approve details of locations. Cllrs would send preferred locations to the Clerk to forward to Highways.

Action: Clerk

Resolved: Approved

10. To consider bench at the picnic area

Birmingham had confirmed agreement to the proposal. Details of the bench would be obtained shortly.

Resolved: Deferred

11. To receive questions and reports from Councillors

Cllr Collins said that some residents had asked whether the path from the Square to the playground could be surfaced as it was muddy. However the path did not follow the original route but went over a field so this would not be possible. There had also been a query whether the larch trees in the Avenue could be trimmed, but this was a matter for the church and landowners not the Parish Council.

Cllr Collins also reported on a proposal by the school to add an extension to provide pre-school provision. This would need the support of residents. Cllr Standerwick agreed to represent the Parish Council and liaise with the school PTA.

Cllr Standerwick reported on the mess that had been left in The Avenue by some builders working on a nearby property. They had dumped soil and concrete which had made it difficult to keep the area tidy, and created an eyesore. The Clerk was asked to write to the property owners to ask them to reinstate the area.

12. To receive correspondence

SPCA bulletins

Neighbourhood Plan correspondence

13. To receive a financial report.

Bank reconciliation – this was noted. Payments against budget were in line with expectations. The appointment of Topliss Associates as auditors was approved.

Resolved: Approved

14. To consider authorising schedule of accounts for payment.

Payments to: M. Jones, salary and expenses £468.24; HMRC PAYE £147.00

D. Beaumont, handyman work September £32.00;

Elford Village Hall, room hire and post office £134.50;

Scottish Power, playground electricity £21.37;

Eon, highway lighting maintenance £265.92

Planters, bedding plants £76.87

RW Harcombe, maintenance £125.00;

Resolved: Approved

15. Date of next meeting: Monday 14th November, 7 pm

The meeting closed at 8.40.