

# **CODSALL PARISH COUNCIL**

## **MINUTES**

### **ANNUAL GENERAL MEETING**

**Held at**

**The Parish Council Chambers, Station Road, Codsall.**

**On Wednesday 10<sup>th</sup> May 2017, 7.00pm – following Planning.**

**PRESENT: Parish Councillors** , Mr B Holland (Chairman), Mr N Caine, Mrs V Chapman, Mrs K Ewart, Mr T Jeavons, Mr S Jenkinson, Mr I Kenyon, Mr J Michell, Mr B Spencer & Mr P Wright, **Parish & District Councillors** Mrs M Barrow **Parish & County Councillor** Mr R Marshall

**Five members of the public were present.**

**1. APOLOGIES**

Apologies for absence were received and accepted from Cllr Loftus, Cllr Millar and Cllr Morrison

**2. DECLARATION OF INTEREST AND NOTIFICATION OF REQUESTS RECEIVED FOR DISPENSATION**

No Declarations of Interest received and there were no requests for Dispensation.

**3. PUBLIC PARTICIPATION**

None

**4. ELECTION OF CHAIRMAN**

Outgoing Chairman Cllr Holland wished to thank the Parish Councillors and Vice Chairman Cllr Megan Barrow for their team work and support over the last twelve months.

Councillor Shane Jenkinson wished to express his view that Cllr Holland had shown great leadership, good members, well done and thank you. Councillor Val Chapman thanked him for a wonderful and successful year.

In accordance with Standing Order VI.2.i. Cllr Brian Holland proposed the current Vice Chairman Cllr Megan Barrow as Chairman, this was seconded by Cllr Val Chapman and fully **approved** by the meeting.

Following the election, Councillor Barrow took the seat of Chairman from Cllr Holland.

Chairman Cllr Barrow wished to express her view that Cllr Holland has been a wonderful Chairman. We have moved on and up and will carry on this year and work as team. We all have our strengths and by working together. Codsall will grow and grow and get better and better.

**5. ELECTION OF VICE CHAIRMAN**

Chairman Cllr Barrow proposed Councillor Bob Spencer as Vice Chairman, this was seconded by Councillor Val Chapman. There were no other nominations proposed. Cllr Bob Spencer was approved by the meeting.

**6. APPOINTMENT OF COMMITTEES**

**a. Finance Committee**

Resolved that Cllrs Michell, Marshall, Holland, Chapman, Millar, Spencer, Jeavons, Barrow and Jenkinson would stand on the committee

**b. Personnel Committee**

Resolved that all Parish Councillors are on the committee.

**c. Village Hall Management Committee Representative**

Resolved that Cllrs Barrow and Kenyon and Cllr Michell as the District Council representative stand on the committee

**d. Open Spaces**

Resolved that Cllrs Kenyon, Caine, Morrison, Loftus, Jeavons, Jenkinson, Chapman, Barrow, Millar and Ewart would stand on the committee.

**e. Business Plan Committee**

Resolved that Cllrs Holland, Barrow, Chapman, Jeavons, Kenyon, Spencer and Marshall would stand on the committee.

**f. Any other proposed Committee - None**

**7. NOMINATIONS AND APPROVAL for Signatories to Bank and other accounts** being Cllrs Millar, Barrow, Holland, Kenyon and Chapman.

**8. MINUTES**

Resolved that the Minutes of the Meeting held on 12<sup>th</sup> April 2017 be approved and signed as a true record.

**9. POLICE REPORT**

Cllr Barrow reported she attended on Wednesday 3<sup>rd</sup> May 2017 the Police public engagement event held at the Co-op in Codsall. Police Inspector Giles Parsons was in attendance along with the local fire brigade and for hour and half they heard public's issues. Very pleasing that all said how wonderful Codsall is and felt safe at night, Main concerns were roads, footpaths and parking, although these were not issues the Police could deal with. Disappointing that Giles Parsons is leaving as only just got to know him. Cllr Marshall advised the new Chief Constable, Gareth Morgan will start on Monday 15<sup>th</sup> May. Gareth is from Avon & Somerset and is not a fan of targets.

Clerk advised that Giles Parsons had given his permission for a film crew to film in Codsall Village by Lloyds Bank a reconstruction of an incident which originally occurred in Sutton Coldfield.

**9.1 Crime and Anti-social behaviour figures for Locality 4 Period**

**28 Days up to 07.05.2017:** Burglary other 1, Criminal Damage 4, Less serious violent crime with injury 4, More serious violent crime with injury 1, Other serious sexual offences 2, Other theft 12, Other violence against the person

13, Public Order 1, Theft from motor vehicles 2, Theft of motor vehicles 1, ASB 18.

In the 12 month period crime figures in the area has gone up, ASB has come down.

Cllr Holland advised the figures can get distorted due to how they are recorded. For example, domestic violence and domestic crime are recorded together. Cllr Marshall noted that burglary was up. Cllr Spencer advised that the Safe Neighbourhood Panel met on Monday 8<sup>th</sup> May in front of the area commander and looked in detail at the crime figures. In context, crime in area has gone up, but important to have targets. We will write to the Commissioner asking what plans there are for reducing crime. Does not concentrate on crime – targets are important – an understanding – do we have a commitment to reducing crime. The panel's role is to look at the victim's journey through the justice system. Crime rate is rising slowly in comparison to the rest of South Staffordshire. Two PSCOs are helping keep crime rate low. Pressure for a reduction in PSCOs, if we are faced with this the Parish Council should consider a response. Domestic burglary – garage and shed would become domestic burglary – figures will go up disproportionate and perhaps hide the real problem. ASB is associated with schools – schools are dealing with it. New commander will want to make a difference.

## 10. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

- 10.1 Annual Review of Standing Orders** – the adoption of the attached proposed amendments to Standing Orders (amendments in blue) were **received and unanimously approved.**
- 10.2 Annual Review of Financial Regulations** - adoption of the attached proposed amendments to Financial Regulations, (amendments in blue) were **received and approved.**
- 10.3 Condition of Footpaths** - a resident's email dated 22<sup>nd</sup> April 2017 was **received and noted.** Preventative chosen rather than structural repairs – wheel is structural – sign a petition on Wheel Estate – Wolverhampton Road, pothole outside MP's office in bad condition for mobility scooter users. Potholes – some are been done, 14 roads done, priority around the Wheel Estate. Pushchairs cannot get in. Jungle boogie similar state – have disappeared – looked at all of Codsall and checked each pot hole for priority, preventative or structural repair. Dealt with the preventative maintenance quite a few roads too late. People cannot walk along them. Cllr Spencer advised maintenance – pot of money for pot hole damage and compensation. Cllr Caine – are genuine trying to do – put his shoe in the pot holes to show size.
- 10.4 Office of the Police and Crime Commissioner Staffordshire** –a letter from Matthew Ellis dated 13<sup>th</sup> April 2017 was **received and noted.** Invite him to attend on 13<sup>th</sup> December if it is the earliest date available.
- 10.5 Asset of Community Value Nomination – Open Spaces off Oaken Lane, Codsall** – email from Becky Hill, Legal & Democratic Services, South Staffordshire Council was **received and noted.** If we want to sell it we have

to notify them. Cllr Michell queried address as the email and letter attached incorrectly stated 'Lane' not 'Lanes'.

- 10.6 Neighbourhood Highway Team 2017** –email received 11<sup>th</sup> April 2017 was **received and noted.** Only done twice a year now on a first come, first served basis. Proposed to ask team to do weeds by A41.
- 10.7 Proposed replacement telecommunications installation at Telephone Exchange, Histons Hill, Codsall WV8 1AA** –a letter dated 19<sup>th</sup> April 2017 was **received and noted.** Cllr Holland commented that it is a lot bigger structure than originally proposed – a lot bigger dishes – prominent on the landscape. Cllr Barrow asked the District Cllrs to look into it.
- 10.8 SPFA Annual Subscription** –renewal of membership to Staffordshire Playing Field Association of £15.00 **approved.**
- 10.9 Locality 4 Voluntary Car Scheme** –a letter dated 18<sup>th</sup> April 2017 - a request of £2,000.00 towards running costs of the scheme was **received and considered.** How many Codsall residents use the scheme – total cost of running the scheme. Cllr Caine – if we do not – propose we need more information – number of people, costs, accounts, type of journeys, how often. Seconded by Jenkinson – unanimous.
- 10.10 SLCC Annual Membership** – renewal of membership to Society of Local Council Clerks of £177.00 was **approved.**
- 10.11 Volunteer Awards** –email from South Staffordshire Council dated 2<sup>nd</sup> May 2017 was **received and considered.** Cllrs put nomination forward for Cllr Jenkinson for his work on the Codsall Community Group.
- 10.12 Health Watch Board** –email dated 2<sup>nd</sup> May advising that the next Healthwatch Advisory Public Board Meeting will take place on Thursday 18<sup>th</sup> May between 10.30am-1.00pm at Codsall Village Hall was **received and noted.** Members wishing to attend to advise the Clerk. Proposed put a formal lack of Doctors' provision and the increase in new developments. Health board should actively look for larger doctors' site. Cllr Barrow to attend. Cllr Marshall requested she ask about drug issues – drugs easy to obtain in the village but nowhere to get treatment. Get their view of the Breast Screening provision. Clinical board this side of Codsall 18 minutes.
- 10.13 Summer School Holiday Provision** - email dated 1<sup>st</sup> May 2017 from South Staffordshire Council requesting if the Parish Council would wish to make a monetary contribution to subsidise the leisure centres, summer activity camps **received and considered.** Summer school camp – SPACE scheme glorified. Childminders – well informed book all the places. Refer to next meeting with more information.

## 11. ACCOUNTS

- 11.3 Resolved** that a report on Council Finances for the year to 30<sup>th</sup> April 2017 be approved.
- 11.2 Resolved** that the Payment Schedule to the 10<sup>th</sup> May 2017 be approved.
- 11.3** Confirmation by the Chairman of the authorisation of the Clerk's time sheet. **Matter of Report.**
- 11.4 Resolved** approval of acceptance to the Council's Insurance annual renewal quotation of £4,747.83 (last year £4,641.85).

## 12. COUNTY COUNCILLOR'S REPORT

The following verbal report from County Councillor Robert Marshall was given:

- Mark Keeling – Consultation on Chapel Lane – against little cul de sac Kingsley Gardens – they will park there – Cllr Marshall thinks this is necessary – will consult this weekend. Propose Chapel Lane all the way up – all of Broadway and Long Acre – Kingsley Gardens.
- It is possible leader and will extra responsibility
- Wheel Estate come here to sign a petition to get something done.
- Drug issues – couple of parents – person becoming a user. Perception have a drug – 2 guys approaching on bikes under bridge – swapped something – PSCO Tromans will pass it on. Anyone has any suspicions to call 101
- Parish Councillors thanked Cllr Marshall for all his hard work as a County Councillor and pleased he is doing another term.
- Perceived increase in drug crime.
- Cllr Spencer – Safer Neighbourhood Panel – encourage that they are reported
- Air pollution and toxic emissions – cars has something to do with it – remove speed bumps to reduce – would County Council consider to have them removed. Cllr Marshall will mention it.

## 13. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE

The minutes of C.V.H.M.C. meetings held 20<sup>th</sup> February 2017 and 20<sup>th</sup> March 2017 were **received and noted.**

## 14. DISTRICT COUNCILLOR'S REPORT

The following verbal report from District Councillors was given.

- Cllr Chapman now the Chairman of South Staffordshire District Council - I am sure that she is a great asset would wish her well.
- Site Allocation Documents – still a lot of work to do but once adopted we have to start again
- Birmingham 30,000 houses short – South Staffordshire we will have to fight off their share.
- Hierarchy of needs for SAD infrastructure – does not cope
- Ask District members about building another village – more radical approach needed – possibly by Gailey where infrastructure would be included in the development. A different basis this may look at it (?)
- Instead of squeezing into villages – build new village with good existing links 3,000 houses.
- Cllr Kenyon asked if we have 2 housing associations – give a needs of the village and social housings.

## 15 OTHER CORRESPONDENCE

**15.1 Parish Councils Association** – bulletins dated 27<sup>th</sup> April was **receive and noted.**

**15.2 Community Council of Staffordshire – Goodlife Agents Briefing** - Spring briefing 2017 as **received and noted.**

**16. HIGHWAY ISSUES**

Resolved for members to raise any concerns with County Councillor Robert Marshall on Highways matters after the meeting.

**NEXT MEETING****14<sup>th</sup> June 2017**

(8.35pm meeting closed)

**BANK RECONCILIATION as at 30th April 2017**

	<b>Balances</b>
Lloyds Bank - Current a/c	16872.91
Lloyds Bank - Instant Savings a/c	220517.33
Lloyds Bank - Fixed Term Deposit a/c	0.00
Petty Cash	50.00
	<u>237440.24</u>

**Less Unpresented Cheques**

6811	61.05	
6821	235.08	
6816	1133.21	
6817	912.06	
6818	132.00	
		<u>2473.40</u>

<b>Total</b>	<u><u>234966.84</u></u>
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Brought forward start of year	160638.42
Receipts for year	81913.60
Less payments for year	7585.18
	<u><u>234966.84</u></u>

## PAYMENTS FOR APPROVAL ON 10th May 2017

<u>Cheque</u>	<u>Payable to</u>	<u>Details</u>	<u>Value</u>
DD	Intuit	Computer Programme	63.60
DD	Talk Talk (Opal)	Internet	22.31
DD	PEAC UK	Photo Copier Lease	239.98
DD	Midshire Business	Consumables - Staples	96.08
6818	Timmins Waste Services Ltd	Skip Hire - Singing Lady Project	132.00
6819	Codsall Stone & Paving	Benches - Village Sign - Teak Oil	20.00
6820	Void	Void	0.00
6821	Topliss Associates Ltd	Internal Audit	235.08
6822	D Owen	Reimbursement - benches	54.94
6823	Codall Community Group	Grant	250.00
6824	Maxine Baker	Reimbursement - website	16.78
6825	Wombourne Printers	Stationery	74.40
6826	Community Council of Staffordshire Staffordshire Parish Councils	Membership	25.00
6827	Association	Membership	704.00
BACS	Wages & Salaries	Wages & Salaries	4172.32
6828	Inland Revenue	Tax & N.I.	992.32
6829	Staffordshire County Council	Superannuation	848.76
<b>Total</b>			<b>7947.57</b>