

# CODSALL PARISH COUNCIL

## MINUTES

Council Meeting held remotely by Zoom in accordance with Covid-19 2020 regulations on Wednesday 9<sup>th</sup> December 2020 at 7.00pm following Planning

**Present: Parish Councillors:** Mrs V Chapman (Chairman), M Adams, Mrs S Adams, Mrs K Ewart, B Holland, T Jeavons, S Jenkinson, N Loftus & P Wright.

**Parish & District Councillor:** Mrs M Barrow & J Michell.

**Parish & County Councillor:** B Spencer

**1. APOLOGIES**

Apologies for absence were received and accepted from Cllr Morrison.

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

Item 6.5 – Cllr T Jeavons – known to an awardee.

**3. PUBLIC PARTICIPATION**

None

**4. MINUTES**

**Resolved** that the Minutes of the meeting held on Wednesday 11<sup>th</sup> November 2020 to approved and signed as a true record.

**5. POLICE REPORT**

**5.1 Crime and anti-social behaviour figures for Locality 4**

Cllr Jenkinson advised that he had read a report that there is £20 million made available for recruiting extra police. Codsall should have more visible policing, we need more PCSO's to reassure residents.

Cllr Martin Adams who is also a member on the Safer Neighbourhood Panel, advised the meeting that Maggie Quinn from SSDC has newly been appointed as the link between the Police and SSDC, taking over the role from Helen Marshall.

Cllr Spencer said the Police cannot serve the community on their own, local council's and residents do have a part to play. As a Parish Council we should make a representation to South Staffordshire Council and work in partnership and empowerment.

Cllr Chapman said she knows of Helen Marshall's role in working with the Police, she was incredibly good, now that link has been lost.

Cllr Barrow asked where are the PCSO's based now, is it Watling Street? How are they getting to Codsall - is it a problem?

Cllr Jenkinson thanked Cllr Spencer for his constructive comments and advised that it is always good to get feedback.

Cllr Michell said policing is debated time and time again, but residents are concerned, what can we do as a parish council? Would finding another PCSO help? Would it help to raise these concerns by writing a letter to the Police? We should be shouting louder.

Cllr Spencer responded by saying he does not advocate a low crime level, perception is important. We should all be sitting together and looking at the 1988 Act and Civil Enforcement. We should be getting together; it is a good way to gain back control.

Cllr Holland said many years ago at South Staffordshire Council there was a combined strategy document, we need to get back to that.

Cllr Barrow asked Cllr Spencer how we can move this forward.

Cllr Spencer replied saying he will be attending a Safer Neighbourhood Panel meeting on 21<sup>st</sup> December and will discuss and see what the reaction is. We should get together as a partnership, we have seemed to have moved away from this. Resources have dwindled, there has been a change of Police Commander, and we need someone who wants to stay.

Cllr Michell asked what we are going to do, should we have a sub-committee. If we are not happy with the Policing in our area, we need to make a formal response and push for changes.

**Resolved** Cllr Spencer would provide feedback following the meeting of the 21st December.

## 6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

**6.1 Open Spaces – Codsall Village Hall Playground** – [*update to Planning meeting 22<sup>nd</sup> January 2020, item 7.1, Main meeting 11<sup>th</sup> March 2020, item 6.5.2, Main meeting 6<sup>th</sup> June 2020, item 6.5, Main meeting 20<sup>th</sup> July 2020 item 10.4 and Main meeting 14<sup>th</sup> October 2020, item 6.6.1*] – to receive Clerks report dated 9<sup>th</sup> December 2020.

To consider:

- ratification of formal acceptance of Tender from Bidder no 1 (Playdale Ltd) at a cost of £71,159.00.
- the purchase and installation within the play area of 2 stainless steel benches and 1 56 ltr litter bin at a cost of £2,116.00

Cllr Barrow said she was impressed with the new proposed play area; it will provide a greater variety of equipment.

Cllr Jenkinson said in the early stages we were looking at a cost of £81,000, we should go ahead with the purchase of benches and a bin.

**Resolved**

- approval of ratification of the Tender bid of £71,159.00 and to enter into a contract with Bidder no 1.
- to purchase 2 stainless steel benches and a litter bin at a cost of £2,116.00 for the play area.

**6.2 Public Rights of Way Codsall** – a team to walk all the public rights of way in Codsall on an annual basis to ensure they are kept open and safe was discussed and considered.

Cllr Holland advised that we need to resurrect how the paths condition was monitored and recorded by asking the community to help.

Cllr Spencer said it is an offence to block off a path or give the impression that there is no access. How do we engage with people to walk the paths, there must be a wealth of people who would be interested? Would we need insurance and third-party indemnity if we do it? If we were to do this and encourage people to walk the paths how would we report back to County Council? Cllr Spencer advised the meeting that on the 11<sup>th</sup> December he has a meeting at Staffordshire County Council to discuss the issues raised.

Cllr Holland said that County Council had shut down the Rights of Way team so any works required would probably be given low priority.

Cllr Michell asked if there is a generic risk assessment, we could use for walking the paths? We as a parish council need to spend money.

**6.3 Oaken Drive** – consideration was given for the track on Oaken Drive to be re-stoned.

Cllr Jenkinson advised the meeting that the track needs more stone laying, no one will take ownership, last time about 4 years ago the Parish Council and Staffordshire County Council undertook the works. It is a well-used track, it will need around 40 tonne and a group to help spread it.

Cllr Chapman said it is import it gets done.

Cllr Barrow agreed the track is well-used, the stone should last around 5-6 years.

Cllr Michell suggested to pay a contractor to lay the stone.

Cllr Michell then proposed we get quotes and authorise the Clerk to undertake the works up to a maximum of £4,000.00 for the stone to be purchased and laid. This was seconded by Cllr. Chapman. A vote was taken, and unanimously approved by the council.

**Resolved** that the Clerk obtains quotes to a maximum value of £4,000.00 and authority given to proceed with the works.

Cllr Jenkinson asked if it is at all possible for the contractor to trim back the hedge on the way up the drive towards Springfield House

**6.4 Parish Council Publicity** – how to improve the publicity of the Parish Council was considered.

Cllr Holland thinks it is important that the community understands what the parish council does. We should have a spring newsletter for the financial year 2020/21. We also should continue to post in the Parish Magazine and publicise the achievements of the parish council as we did in the last edition. We should use Facebook to publicise the work of the Parish Council and the Neighbourhood Plan.

Cllr Spencer said this is an opportunity to use other forms of social media, like Facebook and Twitter.

Cllrs felt that this should be looked into with more detail as the Parish Council does not have the manhours to check 24/7. It was suggested that the Assistant Clerk could monitor the social media sites.

Cllr Chapman advised that she was keen to get the answers out and comments on Facebook, such as Remembrance Sunday. However, we should not allow comments to be made on Facebook.

Cllr Chapman proposed that we should approach with caution and bring this back to full council on the next agenda.

**6.5 Parish Council Community Award** – Awards being presented 23<sup>rd</sup> December 2020. **Matter of report.**

**6.6 Parish Council Agenda** – the Parish Council Agenda format was considered. Cllr. Holland said while we are holding meetings by Zoom it would be a good idea to have a hard copy of paperwork for the meeting.

Cllr Michell said it should be down to personal preference.

Cllr Barrow suggested to call in the office to collect the meeting pack.

Cllr Jenkinson said Cllrs to email the Clerk if any Cllr wanted a hard copy of the pack.

- 6.7 Wood Road, pavement and road collapsed** – a resident’s letter regarding an incident on Wood Road was considered. Members asked if the resident had reported the issue to County Council Highways. If people do not report problems to County, then they are not aware that anything needs doing. Cllr Spencer confirmed that the footpath had collapsed by the bus terminus lawned area and paving. He then advised the meeting that it may have to be done as an emergency repair. Money could come from the County Councillor fund. Cllr Chapman said we need to be proactive. Cllr Wright said we need to encourage people to report problems for us to be made aware of them.
- 6.8 Best Dressed Window Competition** – the meeting was advised that the Best Dressed Window Competition will go ahead to bring some festive spirit to our community. Local shops have received a flyer to encourage participation. The winner will be announced on 23<sup>rd</sup> December and publicised on the website and newsletter. **Matter of report.**
- 6.9 Covid-19 preventative behaviour and systems study** – an email dated 1/12/20 regarding members of the public to take part in a large-scale survey was **received and noted.**
- 6.10 Climate Change:**
- 6.10.1 Climate Change Action Fund** – an email dated 2/12/20 regarding a funding opportunity from Staffordshire County Council of up to £1,000 to address climate change and improve communities. Closing date for applications is 29<sup>th</sup> January 2021 was **received and noted.**
- 6.10.2 Climate Change Action Fund suggestion** – to receive and consider an email dated 2/12/20 from Cllr Spencer for the suggestion that the funding could be used for the allotments and a composting site.
- 6.11 Business Plan 2020-23:**
- i. The minutes of the Business Plan Committee Meeting on 28<sup>th</sup> October 2020 and the Business Plan Review were **received and noted.** The Chairman of the Committee Cllr Brian Holland thanked participating members. He advised the meeting that the Business Plan had scope for adding additional items.
  - ii. Consideration was given to the draft 2<sup>nd</sup> edition of the Business Plan. **Resolved** adoption of the draft 2<sup>nd</sup> Edition.

## 7. ACCOUNTS

- 7.1 Resolved** that a report on Council Finances for year to 30<sup>th</sup> November 2020 be approved.
- 7.2 Resolved** that the schedule of payments up to 7<sup>th</sup> December 2020 be approved.
- 7.3** Confirmation by the Chairman of the authorisation of the Clerks time sheet. **Matter of report.**
- 7.4 Mazars - External Audit of Annual Accounts year ended 31<sup>st</sup> March 2020 - External Auditor Certificate and opinion 2019/20** was **received and noted.**

**8. COUNTY COUNCILLOR'S REPORT**

A report from County Councillor Bob Spencer:

Local Councils are trying to do everything possible to get out of tier three and down in to tier two, everything we can do, we are doing.

**9. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)**

Cllr Barrow advised that the boiler can be repaired, or a new one which would cost around £10,000.00 and would require planning permission as it would have to be fitted to the outside of the building.

The removal of asbestos will cost £5,000.00.

**10. DISTRICT COUNCILLOR'S REPORT**

A verbal report from District Councillors:

- Cllr Barrow advised that the Locality 4 meeting was interesting. Councillors were asking for further meetings; this will help us combat what we did not want, to what we do want. The next Locality 4 meeting will be in January where the Chief Executive Dave Hayward will talk and attendees can raise any concerns; this will be an exceptionally good opportunity.
- Coronavirus cases 9<sup>th</sup> highest is in South Staffordshire.

**11. Councillors and Clerks Written Report**

A written report was **received and noted.**

**12. OTHER CORRESPONDENCE**

**12.1 Bench donation** - notification of a cheque received from donations collected at a funeral of £260, the families wishes are for the money to go towards a replacement bench in Codsall with a plaque was **received and noted.**

**13. Items for future** - Each Councillor may use this opportunity to report on matters of information not included elsewhere on the agenda and to raise items for future agendas.

Councillors should note that this is not an opportunity for debate or decision making.

- Cllr Martin Adams mentioned following the Finance meeting, for the Council to discuss financially if there is the capacity to replace the Parish Office computers.
- Cllr Holland said the need to discuss the re-siting of the defibrillator
- Village map to be potentially positioned at Birches Bridge.

**14. HIGHWAY ISSUES**

Cllr Jenkinson advised that there is a pothole on Shop Lane and that there appears to be an increase in fly tipping on A41 by Stafford Lane.

Cllr Spencer advised that he would look at Stafford Lane. Cllr Michell said this should be raised at the next Locality meeting, in his opinion we should not just expect the landowner to clean up; there should be an obligation for the District Council to work with the landowner to resolve the problem of fly tipping. Need to encourage people to report fly tipping. Cameras need to be put up for a short time to catch or deter fly tipping.

Must inform Maggie Quinn as she has now taken on the role to liaise between the District Council and Police. Also report the issues with Stafford Lane regarding fly tipping.

Cllr Holland said a coordinated response is required.

**NEXT MEETING**

**Wednesday 13<sup>th</sup> January 2021**

[Meeting closed 9.02pm]