

CODSALL PARISH COUNCIL

MAIN MINUTES

Council Meeting held in the Parish Chambers,
Station Road, Codsall

on Wednesday 14th July 2021 at 7.00pm. following Planning

PCSO Louise Jones was present

Present: Parish Councillors: Mrs K Ewart (Chairman), M Adams, Mrs S Adams, Mrs V Chapman, R Hillback, T Jeavons S Jenkinson & P Wright.

Parish & District Councillor: Mrs M Barrow & J Michell

Parish & County Councillor: B Spencer

1. APOLOGIES

Apologies for absence received from Councillors: Holland, Loftus & Macey

2. DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

None

3. PUBLIC PARTICIPATION

None

4. MINUTES

Resolved that the Minutes of the meeting held on Wednesday 9th June 2021 be approved and signed as a true record.

5. POLICE REPORT

5.1 Crime and anti-social behaviour figures for Locality 4

Crime figures for Codsall & Bilbrook January to May 2021 were received.

PCSO Louise Jones went through the report. Catalytical Converter theft prevention, marking kits are available and will be given out at Police Surgeries. Honda Jazz cars seem to be the most vulnerable, owners of these cars will be the police's priority. Victims of crime can attend the surgeries, PCSO's will go out and visit the victims of crime, smart doorbells being offered to victims of crime.

Cllr Jenkinson said there has been a lot of incidents of crime at the Co-op.

Resolved for the Clerk to send an Invitation to the Police Crime & Fire Commissioner to attend a future Parish Council Meeting.

6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

6.1 Parish Councillor – Casual Vacancy – a letter dated 16th June 2021 from South Staffordshire Council regarding the casual vacancy was considered. **Resolved** to advertise the position.

6.2 Business Plan Committee – a copy of the Business Plan Draft Minutes of the meeting held on 23rd June 2021 was **received and noted.**

[Cllr Hillback left the Chambers]

6.3 Open Spaces –

6.3.1 Wheel Field - Annual Fair – a request

from Mr Dobson for use of the Wheel Field for the Annual Fair from 26th August – 30th August 2021 was considered. **Resolved** approval for Mr Dobson to use the Wheel Field for the Annual Fair from 26th August – 30th August 2021

[Cllr Hillback returned to the Chambers]

6.3.2 Oaken Field Car Park

i **Planting Scheme** - *[Carried over from main meeting*

9/6/21 – item 6.1.5] planting scheme

at Oaken Field Car Park Costs of suggested plants

£2,587.00. Also, email dated 21st June 2021

from Cllr Macey regarding planting schemes was considered.

Resolved approval to the proposed planting scheme.

ii **Car Park Survey** – a recommendation by

the Business Plan Committee for the Parish Council to

undertake a survey of users of Oaken Field carpark was

consider. Councillors felt this was not the right time to do it.

Resolved refer back to the Business Plan.

6.3.3 Watery Leisure Gardens – proposed amendments to the Management of Watery Lane Leisure Gardens

(Subject to negotiation with the Allotments Association and further Approval by the Parish Council)

1. All prospective new tenants must be shown round the site, if possible, with a Council Member and an Association Member. **Approved in principle, to be formally considered by the Council following the Allotment Committee meeting.**
2. If a plot is to be relet, which may be at any time during the year, consideration to be given to reducing or even refunding the unused proportion of the rent for that year in consideration for returning the plot to an acceptable state. **Refused – to be taken out of consideration**
3. The Council to appoint nominated person or persons to carry out at least 4(?) Plot Inspections a year, to be carried out preferably in conjunction with Allotment Members, to assess the level of cultivation of each plot, and to determine whether a tenant should receive a cultivation letter. The Council assessment to take primacy. **Approved in principle, to be formally considered by the Council following the Allotment Committee meeting**
4. Security – to review the Allotment front gate and access to the site. **Approved in principle, to be formally considered by the Council following the Allotment Committee meeting**

5. To review the wording in Clause 9, especially with reference to plants which require more than 12 months to mature. **Approved in principle, to be formally considered by the Council following the Allotment Committee meeting**
- 6.3.4 Village Maps** - Signage/maps identifying important building/landmarks/locations/village assets was requested by the Business Plan Committee to be considered.
Resolved Refer back to the Business Plan for further clarification.
- 6.4 Japanese Knott weed and Reporting Issues** - an email dated 1st July from Cllr Macey regarding Japanese Knott Weed within the Parish and the mechanics of reporting issues was received and consideration was given to the following queries from Cllr Macey:
- 6.4.1 Japanese Knott weed** - in order to protect the land and property values of the local residents, Council assets and keeping on top of the issue before it becomes an unmanageable matter, we would like to understand if there is an active mechanism for dealing with this whilst manageable in SS.
Cllr Spencer advised the meeting that Japanese Knot Weed is managed by cutting back and isolating the area. Japanese Knott Weed is no longer removed as this can cause more problems if small amounts of root are dropped and left to grow elsewhere.
- 6.4.2 Reporting** – issues relating to reporting on the websites promotes an invalid link highways@staffordshire.gov.uk.
Cllr Spencer said he would look into this by raising it at SCC.
- 6.5 Development at Keepers Lane** – an email dated 25th June 2021 from South Staffordshire Council requesting suggestions from the Parish Council for a road name for the new development at Keepers Lane was considered.
Resolved the suggested road name of Marshall to be put forward to South Staffordshire Council.
- 6.6 Development at off Popes Lane** – an email dated 25th June 2021 from South Staffordshire Council requesting suggestions from the Parish Council for a road name for the new development off Popes Lane was considered.
Resolved Parish Councillor’s would email their suggestions to the Clerk.
- 6.7 Parish Council Annual Newsletter** – a draft copy of the annual newsletter was considered.
Resolved approval for the draft newsletter. Councillors who attended the meeting were happy to distribute.
- 6.8 The Countryside Charity Staffordshire** – a letter dated 10th June 2021 requesting feedback on how the Parish Council feels the Staffordshire Way can be enhanced and promoted and how local people can get involved was **received and noted**. Cllrs to advise the Clerk if they have ideas on how the Staffordshire Way could be enhanced.

- 6.9 **The Queen's Platinum Jubilee Beacons 2nd June 2022** – a guide to taking part in the celebrations was received and considered. **Resolved** to bring back to the next Planning Meeting.
- 6.10 **Notification by Members of Codsall Parish Council of Disclosable Pecuniary and Other Interests** – A reminder to members to consider if any changes are required to their notifications and if so to advise the Clerk. [Members current code of conduct can be viewed on the Parish Council's website]. **Matter or report.**
- 6.11 **Notification by Members of Codsall Parish Council: Register of Members' Acceptance of Gift(s)/Hospitality** - to receive notification for completion if applicable. **Matter of report.**

7. ACCOUNTS

- 7.1 **Resolved** that a report on Council Finances for year to 30th June 2021 be approved.
- 7.2 **Resolved** that the schedule of Income & Payments up to 8th July 2021 be approved.
- 7.3 **Internal Auditors Report** - a copy of the Internal Auditors report dated 19th May 2021 was received and considered together with agenda item 7.4.2.
- 7.4 **Finance Committee** –
- 7.4.1 - the Finance Committee's draft minutes from the meeting held on 20th June 2021 was **received and noted.**
- 7.4.2 - the following recommendations from the Finance Committee were considered:
1. To take the Auditors comments regarding the level covered by the FSCS compensation Scheme and the balance in our Nationwide account under advisement. The Finance Committee would ensure that at the next review of the Risk Assessment the auditor's comments would be considered. **Resolved approval.**
 2. Toplis Associates Ltd be appointed as the council's internal auditor for the financial year 2021/22. **Resolved approval.**
 3. The council formally takes note of the report and expresses its satisfaction with the Council's existing Financial Regulations. **Resolved approval.**
- 7.5 **1st Quarter Budget 2021/22 Review; Clerk's report; Income and Expenditure Account and Balance Sheet** up to 30th June 2021 were received and considered. **Resolved approval and acceptance.**
- 7.6 Confirmation by the Chairman of the authorisation of the Clerks timesheet. **Matter or report.**

8. COUNTY COUNCILLOR'S REPORT

A report from County Councillor Bob Spencer:

- There is a new Safer Neighbourhood Panel Commander who is very competitive. Previously Staffordshire were listed bottom for the amount of stop and search, now they are at the top of the table.
- Speeding should be the primacy initiative. At the moment the focus has been on licenses for scrap metal dealers.
- There has been a lot of anti-social behaviour, this has been put down to the warmer weather.
- Bob Spencer has been asked to be Chairman of the Safeguarding Panel for the County.
- The Parish Council to come up with a question for the Safeguarding Panel.
- Highways are mending more potholes than being reported.
- County Councillor Members Fund is now available. Any groups looking to get up and running again following Covid restriction can apply through the County Council website.
- Speeding is back on the agenda. Look at getting volunteers for a Speed awareness working Group in Codsall. A speed gun could be borrowed from the Police.

9. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)

Minutes of C.V.H.M.C. meeting of the – none.

Cllr Barrow and Chapman gave an update.

- Busy arranging the Christmas Fair in December at the Village Hall.
- A lot of repairs being undertaken at the village hall.
- CVHMC had a leaving party for Pam Allen who has retired from her role as Chairman of the Village Hall.

10. DISTRICT COUNCILLOR'S REPORT

There was nothing to report from District Councillors.

11. Councillors and Clerks Report

The Clerk's written report was **received and noted.**

12. OTHER CORRESPONDENCE

12.1 South Staffordshire Council Climate Change Workshop with Parishes Feedback – an update from the Climate Change Workshop with suggestions to be put forward for the next workshop in July 2021 was **received and noted.**

Resolved Councillors who have any suggestion to let the Clerk know.

12.2 South Staffordshire Street Scene - Street Scene Update issue 11 was **received and noted.**

12.3 Staffordshire County Council Libraries – Summer Reading Challenge - details of the summer challenge running from 10th July at local libraries 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.

- To receive and update on the defibrillator.
- Volunteers needed for a Speed Awareness Working Group in Codsall

14. HIGHWAY ISSUES

14.1 Weekly Highways Statistics report for June 2021.

None.

14.2 Concerns with County Council Highways

None

NEXT MEETING

Wednesday 8th September 2021

[Meeting closed 8.50pm]