

# CODSALL PARISH COUNCIL

## MINUTES

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

on Wednesday 10<sup>th</sup> January 2018 at 7.00pm. following Planning

Four members of the public were present. PCSO Matt Tromans was present

**PRESENT: Parish Councillors:** R Spencer (Chairman), Mrs Chapman, Mrs K Ewart, B Holland, T Jeavons, S Jenkinson, I Kenyon, N Loftus, Mrs C Millar, Mrs A Morrison, P Wright; **Parish & District Councillor:** J Michell

**1. APOLOGIES**

Apologies for absence was received and accepted from Councillor Barrow

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

Declaration of interest received from Cllr Mrs K Ewart - items 6.2 and 6.4.  
There were no written requests received for dispensation.

**3. PUBLIC PARTICIPATION**

None.

**4. MINUTES**

**Resolved** that the Minutes of the meeting held on Wednesday 13<sup>th</sup> December 2017 be approved and signed as a true record.

**5. POLICE REPORT**

**5.1 Crime and anti-social behaviour figures for Locality 4  
14<sup>th</sup> December to 9<sup>th</sup> January 2018**

Burglary residential 3, Burglary business/commercial 0, Theft of Motor Vehicles 1, Theft from Motor Vehicles 3, Robbery 0, Violence against the person 0, Drugs 1, Criminal Damage 2, Theft other 4, ASB 7

**6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS**

**6.1 Actions from Crime Commissioners Visit** – an email dated 20<sup>th</sup> December 2017 re: recording of incident at Lloyds Chemist in December was **received and noted.**

**6.2 Codsall Community Arts Festival – Community Day** – an email dated 14<sup>th</sup> December 2017 re: details of the Community Day was received. The Community Day will take place at Codsall Village Hall on Saturday 17<sup>th</sup> March 2018. **Matter of Report.**

**6.3 Preparing for the General Data Protection Regulation (GDPR)** – a NALC's legal briefing L10-17 dated 21<sup>st</sup> December – Data Protection Officer was **received and noted.**

**6.4 Codsall & Bilbrook Twinning Assoc – Anniversary Gift – Village Sign -**  
[update to meeting 26<sup>th</sup> July 17 item 7.1]

A design for the proposed Village sign was received and consideration given for approval of 50% of the total cost of £850.00 (to be shared with Bilbrook Parish Council).

**Resolved** approval of the cost of £425.00, for Twinning's 20th Anniversary gift - a wooden black a white finger post with two markers – marked Codsall & Bilbrook and the mileage from St. Pryvé St. Mesmin to Codsall and Bilbrook; finger post to be presented to St. Pryvé St. Mesmin during the Twinning Association's visit, in May 2018.

**6.5 Let's Work Together** – an email dated 15<sup>th</sup> December and copy Agenda for the event of the 19<sup>th</sup> January was received.

Cllrs wishing to attend the event to advise the Clerk. Cllr Chapman advised the Clerk that she would be attending.

**6.6 Have your say on the Policing Precept** – an email dated 15<sup>th</sup> December advising of the consultation was received.

**Matter of report.**

**6.7 Staffordshire County Council – Mental Health Consultation** - an email dated 5<sup>th</sup> December and details of the proposal was received - online consultation ends 24<sup>th</sup> January 2018. **Matter of report.**

**6.8 Best Kept Village Competition 2018** - details for 2018 were received and considered.

Cllr Jenkinson advised the meeting that this was a big project to take on and would require a huge number of volunteers.

Cllr Chapman advised that as a past Judge of the competition and her work with Bilbrook Parish Council 's past entry, she can concur with Cllr Jenkinson. The competition is judged by many different criteria and it would need involvement with not just volunteers, but with local businesses and residents.

**Resolved** that Cllrs Chapman and Jenkinson, together with the Clerk would liaise and look into the practicalities of entering the competition in 2019.

**6.9 South Staffordshire Council – Council Tax Base Calculation 2018/19** – a letter dated 7<sup>th</sup> December 2017 advising of Tax Base figures was **received and noted.**

**7. ACCOUNTS**

**7.1 Resolved** that a report on Council Finances for year to 31<sup>st</sup> December 2017 be approved.

**7.2 Resolved** that the schedule of payments to 10<sup>th</sup> January 2018 be approved.

**7.3** Confirmation by the Chairman of the authorisation of the Clerks time sheet.  
**Matter of report.**

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

There were no minutes of C.V.H.M.C. meetings to review.

**9. DISTRICT COUNCILLOR'S REPORT**

A verbal report from District Councillors:

- Cllr Chapman advised the meeting that she would be making a response in the Planning Appeal for Planning application 17/00371/COU.

**10. Councillors and Clerks Written Report**

A written report from the Clerk for January was **received and noted**.

**11. OTHER CORRESPONDENCE**

**11.1 Staffordshire Parish Councils Association – Bulletins** dated 21<sup>st</sup> & 28<sup>th</sup> December 2018 were **received and noted**

**11.2 Staffordshire County Council – bulletin** dated 15<sup>th</sup> December 2017 was **received and noted**.

**11.3 Ironman UK - Sunday 10<sup>th</sup> June 2018** – an email dated 18<sup>th</sup> December 2017 was **received and noted**.

**12. HIGHWAY ISSUES**

The meeting asked Cllr Spencer if he would request at the next Police Forum for a Police Constable to enforce parking regulation breaches on Oak Tree Rise.

**NEXT MEETING**

**Wednesday 14<sup>th</sup> February 2018**

**BANK RECONCILIATION as at 31st December 2017**

	<b>Balances</b>
Lloyds Bank - Current a/c	21852.15
Lloyds Bank - Instant Savings a/c	77363.33
Nationwide- Business Savings	128000.00
Petty Cash	<u>100.00</u>
	<b>227315.48</b>

**Less Unpresented Cheques**

6910	48.00	
6908	7.48	
6915	6480.00	
6916	100.00	
	<u>6635.48</u>	6635.48
	<b>Total</b>	<b><u>220680.00</u></b>

Brought forward start of year	160638.42
Receipts for year	166922.60
Less payments for year	<u>106881.02</u>
	<b><u>220680.00</u></b>

## PAYMENTS FOR APPROVAL ON 10th January 2018

<u>Cheque</u>	<u>Payable to</u>	<u>Details</u>	<u>Value</u>
DD	Intuit	Computer Programme	69.60
DD	Talk Talk (Opal)	Internet	22.31
DD	Midshire Business	Photocopier - printing charges	144.92
DD	Total Gas & Power	Parish Office - Electricity	132.07
DD	Total Gas & Power	Parish Office - Gas	222.39
DD	B.T.	Telephone & Fax	103.04
BACS	Water Plus Ltd	Parish Office - Utilities - Water	54.06
<b>29</b>	<b>Deposit</b>	<b>Carols Around the Tree - Petty Cash Chq 6899</b>	<b>-56.69</b>
6914	A.V Design Systems Ltd	Xmas - Carols- Sound	190.00
6915	Lighting Futures Ltd	Xmas - Lights - Installation & Removal	6480.00
6916	Salvation Army	S137 - Community Events - Carols Around the Tree	100.00
6917	Dallow & Dallow	Professional Fees - Village Hall Constitution	720.00
6918	Weston Sawmill	Xmas- Tree Installation & Removal	510.00
6919	Water Plus Ltd	Land Maintenance - Allotments - Water	188.02
6920	Water Plus Ltd	Land Maintenance- Oaken Drive Field- Cattle Trough	20.21
6921	Codsall Community Arts Festival Assoc	S137 - Community Events - Grants & Sponsorship	1000.00
BACS	Wages & Salaries	Wages & Salaries	3945.65
6922	Inland Revenue	Tax & N.I.	966.45
6923	Staffordshire County Council	Superannuation	786.15
		<b>Total</b>	<b>15598.18</b>