

CODSALL PARISH COUNCIL

Minutes

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

on Wednesday 14th February 2018 at 7.00pm. following Planning

Three members of the public were present . PCSO L Jones was present.

PRESENT: Parish & District Councillor Mrs M Barrow (Chairman), **Parish Councillors:** N Caine, Mrs V Chapman, Mrs K Ewart, T Jeavons, S Jenkinson and Mrs C Millar

1. APOLOGIES

Apologies for absence were received and accepted from Councillors I Kenyon, P Wright, R Spencer, A Morrison, B Holland and J Michell.

2. DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Declaration of interest received from Cllr Ewart – item 6.5 – non-pecuniary; Cllr Millar – item 6.5 – non-pecuniary.

There were no written requests received for dispensation.

3. PUBLIC PARTICIPATION

None.

4. MINUTES

Resolved that the Minutes of the meeting held on Wednesday 10th January 2018 be approved and signed as a true record.

5. POLICE REPORT

5.1 Crime and anti-social behaviour figures for Locality 4 10th January to 14th February 2018

Burglary residential 2, Burglary business/commercial 2, Theft of Motor Vehicles 3, Theft from Motor Vehicles 1, Robbery 0, Violence against the person 3, Drugs 0, Criminal Damage 4, Theft other 4, ASB 10

[7.25 Cllr Jenkinson left the meeting]

6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

6.1 Open Spaces –

6.1.1 Watery Lane Allotment Site

- i. **Drive way Repair and Maintenance** – expenditure of £1,200.00 for the purchase and spreading of 40 tonnes of 40/0mm limestone (MOT Type 1) to repair and top up the Watery Lane Allotment driveway was considered.

Resolved approval of expenditure of £1,200.00 to repair and maintain the Watery Lane Allotment driveway.

- ii. **Raised Bed for the Disabled** – information from the Watery Lane Allotment Assoc was considered.

Resolved approval of the scheme.

iii. **Watery Lane Allotment Assoc – Policy Change** – Policy changes of the Watery Lane Allotment Association in providing assistance to plot holders was **received and noted**.

[7.27 Cllr Jenkinson returned to the meeting]

6.1.2 Wheel Field – Annual Fair – a request from Mr Dobson for use of the Wheel Field for the Annual Fair from 10th May – 14th May 2018 was considered.

Resolved approval for Mr Dobson to have use of the Wheel Field to hold the annual fair during May 2018.

6.1.3 Ribbon of Poppies Appeal – an email from Codsall Guides was considered.

Resolved that in principle the council were happy to support the proposed initiative but only in the following areas: Wheel Field within the orchard and wild meadow area and Moatbrook.

6.1.4 Oaken Field – Bin – an email was **received and considered**.

Resolved Codsall Community Group will remove and re position the bin.

6.2 Preparing for the General Data Protection Regulation (GDPR) -

i. presentation slides from South Staffordshire District Council (SSDC) were **received and noted**. Cllr Caine briefed the meeting on the presentation.

ii. Clerks update report was **received and noted**.

iii. update from SLCC dated 18/01/2018 was **received and noted**.

6.3 Infrastructure Delivery Plan – a Consultation and Response Form from SSDC was **received and noted**.

6.4 District Design Guide & Sustainable Development Supplementary Planning Documents - Consultation – an email from SSDC dated 22 January 2018. Consultation period ends 5th March 2018. **Matter of report**.

6.5 Codsall Community Arts Festival – Banner – an email dated 23rd January 2018 requesting permission for Banners promoting the forthcoming Arts Festival to be placed on the Parish Council's hanging basket posts was **considered**.

Resolved approval for the Arts Festival Banners to be allowed to be placed on the councils hanging basket poles just before and during the festival event but to be taken down immediately after the end of the festival.

Cllr Chapman raised her concern that businesses and other organisation may wish to put up banners.

The meeting **resolved** that each request would be considered on its own merit, however, requests received from business's or other organisations other than local community groups would not be considered and no banners would be allowed to be erected when the hanging baskets are in situ.

- 6.6 Codsall Wood Village Committee – Request for Signage– Village Map**
A letter dated 3rd February 2018 was received. Design to be brought back to Council.
- 6.7 Football Association – engaging communities** – an email for Local Football Facilities Plan Questions was **received and noted.**
- 6.8 Parking in Wilkes Road** – a resident’s email dated 16th January 2018 was **received and noted.**
- 6.9 Staffordshire in the Great War Conference** – an email regarding Remembrance and Legacy event to take place on 10th March 10am-4pm, County Buildings, Stafford was **received and noted.**
- 6.10 Staffordshire Playing Fields Assoc – Membership Renewal** – membership costs - £15.00 per annum (£15.00). **Resolved** approval for renewal of the annual membership at a cost of £15.00.
- 6.11 Parish Council By-election** – updated estimate costings from SSDC was **received and noted.**

7. ACCOUNTS

- 7.1 Resolved** that a report on Council Finances for year to 31st January 2018 be approved.
- 7.2 Resolved** that the schedule of payments to 14th February 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)

The minutes of C.V.H.M.C. meeting of the 20th November 2017 was **received and noted**

9. DISTRICT COUNCILLOR'S REPORT

District Councillors advised that there was little to report.
Cllr Chapman informed the meeting that SSDC are finding alternative ways of making money by using the Business Hub.

10. Councillors and Clerks Written Report

The Clerks written report for February 2018 was **received and noted.**

11. OTHER CORRESPONDENCE

- 11.1 Staffordshire Parish Councils Association** – bulletin dated 18th January was **received and noted**
- 11.2 Planning Enforcement Team Structure and Function** – email dated 1st February 2018 regarding personnel changes was **received and noted**
- 11.3 SSDC – News Round Up** – issues 52 & 53 were **received and noted**
- 11.4 Staffordshire County Council – News Update** - emails dated 19th, 26th, 31st January and 8th February 2018 were **received and noted**
- 11.5 The Community Foundation for Staffordshire – Newsletter** – an email dated 25th January 2018 was **received and noted**
- 11.6 Codsall Community Arts Festival** – letter of thanks was **received and noted**

11.7 Code of Conduct – Revised Code of Conduct – letter of acknowledgment from SSDC’s Corporate Director of Governance was **received and noted.**

12. HIGHWAY ISSUES

- Cllr Caine felt that Keep Clear markings needed to put on the road by the Esso Garage as tail backs from the mini islands on Birches Bridge block the entrance to the petrol station, Cllr Caine said that it is important that the village has a proper traffic management plan to keep traffic moving. Cllr Cain advised that he provide details to the Clerk.
- Cllr Jenkinson advised that street lighting as well as drainage needs to be improved on Hollybush Lane.
- Cllr Caine advised that on the pavement on Wilkes Road near lamppost 56 there is a large pothole.

NEXT MEETING

Wednesday 14th March 2018

[8.20pm meeting closed]

BANK RECONCILIATION as at 31st January 2018

		Balances
Lloyds Bank - Current a/c		7405.18
Lloyds Bank - Instant Savings a/c		77366.47
Nationwide- Business Savings		128000.00
Petty Cash		<u>100.00</u>
		212871.65
 Less Unpresented Cheques		
6908	7.48	
6924	424.25	
6925	4125.31	
6926	1212.96	
6927	192.54	
6928	87.42	
	<u>6049.96</u>	6049.96
		<u>206821.69</u>

PAYMENTS FOR APPROVAL ON 14th February 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	23.31
DD	PEAC	Photocopier Lease	239.98
6924	The Lawnmower Hospital South Staffordshire	Equipment Repair & Maintenance	424.25
6925	District Council South Staffordshire	Hedge and Grass Cutting - 2nd Qtr. Footpath Maintenance- Codsall	4125.31
6926	District Council Bryland Fire	House Field & Driveway	1212.96
6927	Protection Ltd	Annual Fire Extinguisher Service	192.54
6928	Petty Cash Codsall & Bilbrook	Petty Cash S137-Local Auth Order- Grants &	87.42
6929	Twinning Assoc	Donations	425.00
6930	Inland Revenue Staffordshire County	Tax & N.I.	861.73
6931	Council	Superannuation	648.41
Bacs	Wages & Salaries Rebel Office	Wages & Salaries	4927.33
Bacs	Furniture	Replacement Office Chair	69.60
Total			<u>£13,307.44</u>