

CODSALL PARISH COUNCIL

MINUTES

Council Meeting held in the Parish Chambers,

Station Road, Codsall

on Wednesday 11th April 2018 at 7.00pm. following Planning

Four members of the public present.

PRESENT: Parish & District Councillors: Mrs M Barrow (Chairman)

Parish Councillors: B Holland, T Jeavons, S Jenkinson, I Kenyon, N Loftus, Mrs C Millar, Mrs A Morrison, B Spencer D Walls and P Wright.

1. APOLOGIES

Apologies for absence were received and accepted from Councillors N Caine (would arrive late), Mrs V Champan, Mrs K Ewart and J Michell.

2. DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Declaration of interest received from Cllr Walls – item 6.3 – non-pecuniary interest.

There were no written requests received for dispensation.

3. PUBLIC PARTICIPATION

Roger Marsh – Treasurer for Codsall PCC. 6.3 Grant request Codsall PCC Graveyard. A lot of work at the church yard is required over the coming years. This year there has been a lot of debris removal by volunteers and the grass is cut once or twice a fortnight. Tree works have been carried out; relaying the hedge and the lynch gate required replacement.

There is an estimated £5,000 repair costs in next twelve months and an extension to the church yard is needed as it will be likely that the current churchyard will be filled within the next four to five years. We must look at a new site and prepare ground.

Up and coming works are needed on the pathways – a change of approach at the lower part of the path, some of the work will be done when works to the tower are carried out.

But, ongoing work will be required to the other pathways, funding by subscription only may mean over long term we will have to close the churchyard.

We keep the graveyard in good order and our grant request remains the same since 2008. The graveyard extension will double the maintenance work required.

4. MINUTES

Resolved that the Minutes of the meeting held on Wednesday 14th March 2018 be approved and signed as a true record.

5. POLICE REPORT

5.1 Bo police report was received this evening.

The Council were advised that one of our local PCSO Officers - PCSO Tromans would be leaving Staffordshire Police shortly to join West Midlands Police Force as a local Police Constable.

The meeting was also advised that we are losing the Inspector, to be replaced by a Chief Inspector – this demonstrates a commitment to neighbourhood policing.

Resolved:

- A letter to be written to request reassurance that PCSO Tromans would be replaced.
- A letter to be written to the Inspector to show our appreciation of PCSO Tromans, stating the difference that he has made to our village.

6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

6.1 1st Bilbrook Codsall Scout Group – Annual Carnival –an email dated 20th March 2018 requesting permission for use of the Wheel Field for parking purposes for the Annual Carnival and Fete to be held on 9th June 2018.

Resolved approval for the use of the Wheel Field but to advise the organisers of their responsibility to ensure that the gates are closed and locked after the event and a notice to state what time the gates would be locked is displayed on the field. Marshalls should be used to organise the parking on the field.

6.2 SLCC – Annual membership renewal – renewal of Annual membership at a cost of £185.00 (£177.00) was considered.

Resolved approval of annual membership cost of £185.00.

[D walls left meeting]

6.3 Grant Request - Codsall PCC Grant request Codsall PCC Graveyard –a grant request application for £6,000.00 towards costs of the upkeep and maintenance of St Nicholas Graveyard was received and considered.

Councillor Jenkinson said in his opinion we are lucky to have a graveyard.

Councillor Jevons thought that £6,000.00 was quite a lot of money.

Councillor Morrison said she feels that we should support the grant – the graveyard is always beautifully kept. Cllr. Spencer – review governments review, NALC is wrong.

Councillor Millar is mindful to support the application as the amount awarded has remained at the same level for a number of years, but costs have risen, and the graveyard is a great asset for the village.

Councillor Holland thought that the provision of a graveyard is extremely important – as the village grows it is likely burials will increase, an extension to the graveyard in his mind will be a necessity. Cllr Holland feels that it would not be the right at this particular time to think about reducing the grant with costs of the proposed works and with the need to purchase and prepare additional land for the graveyard. Cllr Holland proposed acceptance of the grant, this was seconded by Cllr Spencer, a vote was taken: **For: 7; Against: 3.**

Resolved approval of awarding the grant of £6,000.00 to be paid in two instalments half yearly.

6.4 Preparing for the General Data Protection Regulation (GDPR) - the following information from NALC was received and considered:

- i. Parliamentary Briefing – Data Protection Bill – 2nd March
- ii. It’s Good to Talk Data – answers from the Information Commissioner, Elizabeth Denham

6.5 NALC – Consultations –the following consultations were received and considered:

- i. PC06-18- National Planning Policy Framework
- ii. PC05-18- Review of Local Government Ethical Standards was **Resolved** that Councillors wishing to comment, to provide feedback to the Clerk.

6.6 War Memorials News - 22nd March - news update was received and noted.

Cllr Walls advised the Council that at St Nicholas’s Churchyard there are 10 war graves. The War Graves Commission has provided information signage which has already been erected, the fallen soldiers in the graveyard are not the same as the soldiers listed on our war memorial this perhaps should be publicised more.

Resolved approval for the Clerk to apply for a D.I.Y kit.

6.7 Let’s Work Together – Supporting our Communities – 20th April 2018 – details of training session were received. Councillors wishing to attend to advise the Clerk. **Matter of report.**

6.8 Rights of Way Consultation – results- letter dated 29th March 2018 was received and considered. Cllr Walls advised that the paths were walked around the village by volunteers, however this ended due to lack of volunteers wishing to do it. **Resolved:** that the Parish Council advertises in our noticeboards for volunteers to walk and inspect our local rights of ways.

7. ACCOUNTS

7.1 Resolved that a report on Council Finances for year to 31st March 2018 be approved.

7.2 Resolved that the schedule of payments to 11th April 2018 be approved.

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

8. ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2018

- 8.1 **Resolved** that the Income & Expenditure Account for year-end 31st March 2018 and year end accounts be approved.
- 8.2 The Annual Return for year-end 31st March 2018 was **received and approved.**
- 8.3 **Resolved** that the Annual Governance statement be approved, and **authorisation** given for The Chairman of the Meeting and the Responsible Financial Officer to immediately sign the document.
- 8.4 **Resolved** that the accounting statements be **approved,** and **authorisation** given for The Chairman of the Meeting to immediately sign the document.
- 8.5 Risk Assessment Schedule 2018 – was **received and noted.**

9. COUNTY COUNCILLOR'S REPORT

To receive a written report from County Councillor Bob Spencer.

10. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)

- 10.1 The minutes of C.V.H.M.C. meeting of the 19th February 2018 was **received and noted.**
- 10.2 An invitation to attend the CVHMC A.G.M – Monday 18th June at 7.30pm in the pavilion of Codsall Village Hall was **received and noted**

11. DISTRICT COUNCILLOR'S REPORT

A Verbal report from District Councillors was received.

- Homelessness – approved plan – right top of houses.
- Cost of starter homes – 2 up and 2 down end terrace £200,000 on watery Lane.
- Public meeting Sandy Lane, dust, pollution, traffic. The nuisance construction is causing residents – start work at 8.00am all day. Building at the moment close to Sandy Lane.

Residents requested Councillors present to ask the developer to hurry up with the development. About 50 people attended the public meeting with valid complaints.

There appears to be a lack of communication between residents and the contractors, with utilities vans parking up outside homes.

3 or 4 Councillors will be meeting with the Site Foreman and then a meeting with the contractors and residents.

[8.00pm - Caine arrived]

12. Councillors and Clerks Written Report

The Clerks written report for March 2018 was received. week

Matter of report

13. OTHER CORRESPONDENCE

- 13.1 **Staffordshire Parish Councils Association – News Bulletins** – bulletins dated 8, 15th, 22nd and 29th March 2018 were **received and noted.**
- 13.2 **SSDC – Council News Round-Up** – issue 60 was **received and noted.**
- 13.3 **Codsall Village Hall Grant** - acknowledgment of receipt of grant was **received and noted.**

14. HIGHWAY ISSUES

Highway Concerns raised with County Councillor

- Surface water – problem with drains it is a hazard on Oaken Lanes at two locations – can only be blocked drains – gully clearing in June. Large ponding – ditches not cleared out.
- Blocked drains – let the Clerk or Cllr Spencer know – Shane volunteered to walk with Bob Spencer to inspect.
- Wilkes Road – pavements.
- Re-timed traffic lights at Perton going across, only on for 2 minutes. Issues raised to Bob Spencer.
- Claims for damage to vehicles due to condition of roads what is the procedure. **Resolved** that the Clerk to write to Staffordshire County Council, James Bailey, to request their policy and procedure.
- Cllr Spencer, advised the meeting that the process has changed to try and stop what by some feel is que jumping. Each County Councillor must report and obtain a reference numbers, and then run through the list with the local Community Liaison Officer.

Cllr Morrison wished to raise her concern again on the use of weed killer on the grass verges around the District Cllr Morrison she advised the meeting that she has spoken with an officer at SSDC who had advised that they would never put weed killer down after last year. However, they have done it again this year; the Wheel Field looks a mess and they have sprayed around all the new trees – SSDC apologised profusely and advised they would not do it again.

NEXT MEETING

A.G.M Wednesday 9th May 2018

[Meeting closed 8.20pm]

BANK RECONCILIATION as at 31st March 2018

	Balances
Lloyds Bank - Current a/c	19781.91
Lloyds Bank - Instant Savings a/c	43831.30
Nationwide- Business Savings	128000.00
Petty Cash	<u>100.00</u>
	191713.21

Less Unpresented Cheques

6908	7.48
6934	78.71
6936	973.97
6938	166.79
6940	1810.34
6939	1087.63

<u>4124.92</u>	4124.92
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Total	<u><u>187588.29</u></u>
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Brought forward start of year	160638.42
Receipts for year	168370.57
Less payments for year	<u>141420.70</u>
	<u><u>187588.29</u></u>

PAYMENTS FOR APPROVAL ON 11th April 2018

<u>Cheque</u>	<u>Payable to</u>	<u>Details</u>	<u>Value</u>	
DD	Talk Talk (Opal)	Internet	23.31	
DD	Total Gas & Power	Utilities - Parish Office - Gas	478.33	
DD	Midshire	Photocopy Charges	157.50	
DD	B.T	Call Charges -Phone & Fax	101.52	
		Utilities - Parish Office -		
DD	Total Gas & Power	Electricity	171.33	
DD	Intuit	Computer Programme	69.60	
		Remembrance Wreath Refund -		
		District Cllrs	-20.00	
DEP	28			
	UK Safety			
6938	Management Ltd	Pact Testing	166.79	
	South Staffordshire	Land Maintenance - Grass &		
6939	District Council	Hedge Cutting - 3rd Qtr.	1087.63	
	South Staffordshire			
6940	District Council	By-Election Recharge	1810.34	
		Allotments - Stone Driveway		
		repair		
BT	H.D.Ricketts Ltd		864.00	4910.35
	New Financial Year			
BP	Water Plus	Utilities - Water - Parish Offices	44.61	
		Re-imbusement - Kitchen		
6941	Maxine Baker	Supplies & Signage	31.49	
6942	ESPO	Stationery - Paper	82.28	
	Staffordshire Parish			
6943	Council's Assoc	Annual subscription 2018/19	704.00	
Bacs	Wages & Salaries	Wages & Salaries	4310.72	
6944	Inland Revenue	Tax & N.I	1018.17	
	Staffordshire County			
6945	Council	Superannuation	935.47	
		Total	12037.09	
				7126.74