

CODSALL PARISH COUNCIL

MINUTES

Council Meeting held in the Parish Chambers,

Station Road, Codsall

on Wednesday 12th September 2018 at 7.00pm. following Planning

Three members of the public present. PCSO L Jones and C Timms was present

PRESENT: Parish & County Councillor: B Spencer (Chairman);

Parish Councillors: Mrs V Chapman, Mrs K Ewart, I Kenyon, Mrs A Morrison,

S Jenkinson, D Walls, and P Wright; **Parish & District Councillors:** Mrs M Barrow

1. APOLOGIES

Apologies for absence were received and accepted from Councillors Cain, Holland, Jeavons, Loftus, Michelle and Millar

2. DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Declarations of interest were received from Councillors: Barrow and Chapman – 6.1 – Committee members

3. PUBLIC PARTICIPATION

None

4. MINUTES

Resolved that the Minutes of the meeting held on Wednesday 11th July 2018 be approved and signed as a true record.

5. POLICE REPORT

5.1 Crime and anti-social behaviour figures for Locality 4 11th July to 12th September 2018

There have been 8 vehicle crimes (including theft from, theft of and damage of vehicles), 2 burglary residential, 4 burglaries of businesses and 26 incidents of ASB (anti-social behaviour). Some of the ASB are neighbour disputes, neighbour boundary issues and adults having disagreements over parking and various other problems, including Facebook and social media issues. Only a handful are youth related. There have been 2 theft incidents where work equipment was taken; a jigsaw and a block grab, both worth quite a bit of money. There was one robbery at a petrol station.

Received and noted

There is a new stile police report. Drop-in session at the Parish Council office, 10am on 17th September for local businesses due to recent spates of crime affecting shops and businesses, looking to set up a Business Watch Scheme in Codsall. More high-performance cars being stolen. Station parking, low level police enforcement ticketing cars parked on pavements.

5.2 Staffordshire Police – News July 2018 was received and noted.

6. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

[Cllr Barrow and Chapman left the room]

- 6.1 Grants Applications - Codsall Village Hall** – a grant request of £5200.00 dated 23rd July 2018 was **received and considered**. Cllr. Jenkinson said the village hall is working very hard and we should support it. It was proposed that the Parish Council continue to support as it is used a lot, the vote was unanimous and seconded by Cllr. Walls. **Resolved approval** that the grant request of £5,200.00 to be paid in two instalments, half yearly.

[Cllr Barrow and Chapman returned]

- 6.2 St Nicholas Church – Christmas Tree Festival 7th - 9th December 2018**
A letter received asking if the Parish Council would like to participate at the Christmas tree festival, the church supply the tree free of charge, A donation can be made as the church has to pay for the cost of the trees. The tree is decorated by the organisation depicting what they do, this is a popular event.
Resolved that the Parish Council would take part, Kirstin Ewart volunteered to decorate the tree and the Parish Council would give a donation of £50 to St Nicholas Church towards costs for running the event.
- 6.3 Parish Summit 2018** – Friday 28th September 2018 9.30-3.00pm
Agenda circulated. Any Councillor wishing to attend to advise the Clerk. **Matter of report.**
- 6.4 Carols Around the Tree/Christmas Fair**
- 6.4.1 6.4.1 Christmas Tree** - acceptance of quotation of £450.00 + VAT (£425.00 last 4 years) for the supply, installation and removal of the Christmas tree was considered.
Resolved approval.
- 6.4.2 Christmas Lights** - acceptance of quotation for testing, installation, removal and storage of the Christmas lights - cost £5,600.00 + VAT (£5,400.00 last few years) was considered.
Resolved approval.
- 6.4.3 Birches Road** - an email from a resident regarding station parking issues along Birches Road were **received and considered**. Two formal petitions have been submitted. A meeting for people who have issues with Birches Road to discuss what they would like; what council bodies can afford and what we as a council can do. Head of Highways will look at a circular area around the street parking, permits, and some yellow lines.
Cllr. Kenyon asked if there would be bollards where there is a grass verge. Cllr. Spencer replied that there is some funding available and Birches Road needs double yellow lines.
Cllr. Morrison said that too many yellow lines cause an intolerance to parking. Cllr. Spencer added people will not walk and are made aware of where they can park. Cllr. Jenkinson said there are always issues by the school, also the road condition and school traffic is a problem.

Cllr. Barrow said that some cars are being left over night, weekends or longer. A map and details of the proposal should be compiled and then consultation with the residents.

Cllr. Spencer said most options will cost money, before we commit we need an action plan.

6.5 Proposed Social Housing Development in Codsall -

- i. a copy of a letter of objection individually sent in by 24 residents was **received and noted**
- ii. a letter of objection from a resident dated 17th July was **received and noted**
- iii. a letter of objection from a resident dated 17th July was **received and noted**
- iv. a letter of objection from a resident dated 18th July was **received and noted**
- v. a letter of objection from a resident dated 19th July was **received and noted**
- vi. a letter of objection from a resident dated 19th July was **received and noted**
- vii. a letter of objection from a resident dated 20th July was **received and noted**
- viii. a letter of objection from a resident dated 22nd July was **received and noted**
- ix. a letter of support from a resident was **received and noted**
- x. a copy of a letter from MP Gavin Williamson CBE and copy of a resident's letter sent to the MP was **received and noted**.

The Chairman advised that the points raised in the letters would be discussed when the planning application for the site is received for consideration.

6.6 Codsall & Bilbrook History Society - a letter and Clerks response was **received and noted.**

6.7 Barriers and Cones – for Community Use- Cllr Barrow has requested the council gives consideration for the Parish Council to purchase 4 barriers and 30 cones for community use at a cost of £222.40 and to give consideration to storage.

Cllr. Jenkinson said this was a good idea, however where would the Parish Council store the cones? A suggestion made was possibly in the back garden of Parish Council building.

Cllr. Kenyon asked why we should supply cones for others to use.

Cllr. Barrow said cones could be used for joint events with the Parish Council. Cllr. Spencer suggested a small charge for anyone who wished to use them.

Resolved approval to the purchase of barriers and cones if the Clerk can suggest a suitable location for storage for consideration at a future meeting of the council.

7. ACCOUNTS

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

7.2 Resolved that the schedule of payments to 12th September 2018 be approved.

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

7.4 Mazzars - External Audit of Annual Accounts year ended 31st March 2018 - to receive External Auditor Certificate and opinion 2017/18 was **received and noted.**

8. COUNTY COUNCILLOR'S REPORT

A written report from County Councillor Bob Spencer:

Following the last full council meeting the main debate was around balancing the books and fulfilling its legal obligations. The council tax is still among the lowest in the UK. The main spend is in adult social care and looked after children, there has been an increase in looked after children which is expensive. The accounts have been published three months early and does not make good reading, it shows what will be cut, it is a long document, read it first and discuss as an agenda item at the next meeting. There will be job losses, services will no longer be provided, and the effects will be noticed by the community. However, Councillor Spencer reiterated that Staffordshire County Council (SCC) is not in the same position as Nottingham, they can balance the cuts.

SCC is struggling with service provision in some areas, and this will have an impact on us, they will be looking at District and Parish Councils to pick up the short fall and will be reliant on volunteers. Suggestions have been made to central government to fund looked after children and social care; flexibility on raising precepts and business rate initiatives.

Staffordshire County Council are hoping for the best, planning for the worse.

9. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)

The minutes of C.V.H.M.C. meeting of the 21st May 2018 was **received and noted.** Cllr Barrow said the village hall must be self-funding, looking to improve the building, the toilets, roof and heating, the village hall has to have good standards if you want to attract people to use it.

The Health & Wellbeing Food Fair was a great success, a good day. Volunteers keep the village hall running, it is a great facility, but an ongoing challenge to keep raising funds.

Cllr. Kenyon said that the village hall had asked residents for donations for a barrier. Cllr. Barrow replied that only a few flyers were sent to residents who back on to the playing field asking if they wanted to donate. A barrier would cost a few thousand pounds, some people asked if they could contribute to a barrier fund. It would be in the interest of the residents if a barrier was in place.

Cllr. Chapman said we are fortunate to have the village hall and playing fields, District Council and Police were on the case, we have to be vigilant.

10. DISTRICT COUNCILLOR'S REPORT

A report from District Councillors.

- Cllr. Chapman reported on the Member Briefing – local plan review. She also advised that she is on the Lottery Advisory Panel. There will be a Work Club Job & Skills Fair. The Employment & Education department, working with the Department of Work and Pensions, Chamber of Commerce, schools in up skilling. Need more apprenticeships, liaising with businesses, new trustees. The work Club has six new members, around 35 attendees. Education and employment initiative.
- Cllr. Barrow said she is chairing a panel for Universal Credits, looking at ways in ensuring people get the right advice on Universal Credits, it is changing, will now have to be done on line, can the District Council facilitate this? Benefits could be delayed up to six weeks, the rent will have to be paid by the tenant and no longer go to the landlord, need

to make sure the information is out there, trying to stop people getting in debt.

- Cllr. Spencer reported that there will be a consultation process for the SAD Plan in October, the Parish of Codsall is classed as tier 1 as we have a train station, Codsall District Councillors are fighting this.

11. Councillors and Clerks Written Report

The Clerks written report was received and noted. **Matter of report.**

12. OTHER CORRESPONDENCE

12.1 Parish Councils Association – bulletins dated 30th August and 6th September **were received and noted.**

12.2 Could your Land Save Lives? – an email dated 17th August 2018 was **received and noted.**

12.3 Staffordshire County Council – notice of Diversion of vehicular traffic, Oaken Lane, Oaken was **received and noted.**

12.4 Council News Round Up - issue 83 was **received and noted.**

12.5 Staffordshire Health & Well-Being Board Consultation – a reminder that the Staffordshire Health & Well-Being Board’s current consultation “Living Well in Staffordshire” remains open until 30th September was **received and noted.**

13. HIGHWAY ISSUES

Highway Concerns raised with County Councillor

Councillor Spencer advised he is still getting reports on new pot holes, gullies, and concerns over flooding. A plan for a gully’s maintenance, is on SCC’s website which identifies all drains and gullies in Staffordshire. All drains will be done every three years. Some of the drains that we are most concerned about, are not to be done until the next two of three years. However, if we hired drainage cleaners at a cost of approx. £460 this could get about 25 drains cleared. A list of all drains and gullies need to be shared with Bilbrook. Need support on this to prioritise. Residents have written in, Cllr Spencer advised that he has less than 10.

Cllr. Jenkinson advised that under Codsall station bridge there is a problem, need action plan. Still a lot more to be done.

Cllrs. Wished to record their thanks to the Parish Council’s workmen for the hanging baskets and planters, they are looking good.

NEXT MEETING

Wednesday 10th October 2018

[Meeting closed 8.13pm]

BANK RECONCILIATION as at 31st July 2018

		Balances
Lloyds Bank - Current a/c		12240.75
Lloyds Bank - Instant Savings a/c		89955.13
Nationwide- Business Savings		128273.40
Petty Cash		<u>100.00</u>
		230569.28
Less Unpresented Cheques		
	6966	1198.85
	6965	944.05
	6964	204.00
		<u>2346.90</u>
	Total	<u>2346.90</u>
		228222.38
Brought forward start of year		187588.29
Receipts for year		86397.23
Less payments for year		<u>45763.14</u>
		<u>228222.38</u>

BANK RECONCILIATION as at 31st August 2018

	Balances
Lloyds Bank - Current a/c	2968.57
Lloyds Bank - Instant Savings a/c	90855.04
Nationwide- Business Savings	128273.40
Petty Cash	100.00
	<u>222197.01</u>

Less Unpresented Cheques

<u>0.00</u>	0.00
Total	<u><u>222197.01</u></u>

Brought forward start of year	187588.29
Receipts for year	87297.14
Less payments for year	52688.42
	<u>222197.01</u>
	<u><u>222197.01</u></u>

PAYMENTS FOR APPROVAL ON 12th September 2018				7.2
Cheque	Payable to	Details	Value	
AUG				
DD	Intuit	Computer Programme	69.60	
DD	Intuit	Computer Programme	69.60	
DD	Talk Talk (Opal)	Internet	23.31	
DD	PEAC UK LTD	Photocopy Lease	239.98	
Debit Card	Amazon uk	Land Maintenance- Tools	31.44	
Debit Card	Amazon uk	Land Maintenance- Weedkiller	25.38	
CP	Petty Cash	Petty Cash	90.00	
DEP	Petty Cash	Petty Cash	-1.39	
6963	Wolverhampton Tree Services	Allotment Site - Emergency Tree Works	810.00	
6964	ABA Systems	Annual Service - Alarm	204.00	
6965	Kingswood Road Nurseries	Planters & Hanging Baskets	944.05	
6966	ACK Tree & Garden Services	Moatbrook Foot Path Maintenance & Codsall House Field - gate and fence replacement	1198.85	
6967	Staffordshire County Council	Superannuation	954.09	
6968	Inland Revenue	Tax & N.I.	1043.33	
BACS	Wages & Salaries	Wages & Salaries	4452.34	
BP	Waterplus	Parish Office - Water	61.27	
BP	Waterplus	Allotments - Water	192.92	
				10408.77
Sept				
DD	Intuit	Computer Programme	69.60	
DD	Talk Talk (Opal)	Internet	23.31	
BP	Dave Owen (reimbursement)	Cleaning Materials	68.09	
BGC	6958	Part Refund - Discharge of conditions Application	-58.00	
Debit card	Kiss My Grass	Planters - Bulbs	37.40	
BP	Mazars	External Audit 2017/18	480.00	
BP	South Staffordshire District Council	Professional fees - Application certificate of Lawfulness - MUGA	58.50	
BGC	Codsall Community Group	Professional fees - Application certificate of Lawfulness - MUGA	-58.50	
BP	Timber Direct	Oaken Field- memorial bench Deposit, money donated (refer to Mrs Ashfield (deceased) chq 500034)	270.00	
BGC	Estate of Mrs Ashford (Deceased)	Oaken Field- memorial bench Deposit, money donated (refer to Mrs Ashfield (deceased) chq 500034)	-550.00	
Debit card	RSPB	Land maintenance - Bird boxes	133.96	
BP	South Staffordshire District Council	Parish Office - Professional fees legal retainer	600.00	
Debit card	Amazon UK	Shelf for Chambers for the 'There But Not There' commemorative figure	22.50	
Debit card	Amazon UK	Equipment Replacement & Tea & Coffee for meetings	35.22	
BP	Water Plus	Watery lane Allotments - Water	50.50	
BP	Water Plus	Oaken Field, Cattle Trough- Water	20.00	
6969	ESPO	Stationery	34.58	
6970	ACK Tree & Garden Services	Moatbrook Path Maintenance - 5th Cut	105.00	
6971	Inland Revenue	Tax & N.I.	1175.64	
6972	Staffordshire County Council	Superannuation	985.20	
BACS	Wages & Salaries	Wages & Salaries	5017.28	8520.28
		Total	18929.05	