

CODSALL PARISH COUNCIL

MINUTES

ANNUAL GENERAL MEETING

Held at

The Parish Council Chambers, Station Road, Codsall.

On Wednesday 11th May 2016 7.00pm – following Planning.

PRESENT: Parish Councillors S Jenkinson (Chairman), B Holland (Chairman), N Caine, Mrs V Chapman, Mrs E Ewart, T Jeavons, I Kenyon, Mrs C Millar, Mrs A Morrison, B Spencer, P Wright, **Parish and District Councillors:** Mrs M Barrow, **Parish and County Councillor:** R Marshall

Seven members of the public and PCSO Karen Terry were in attendance.

1. APOLOGIES

Apologies were received and accepted from Councillors N Loftus and J K Michell.

2. DECLARATION OF INTEREST AND NOTIFICATION OF REQUESTS RECEIVED FOR DISPENSATION

No Declarations of Interest received and there were no requests for Dispensation.

3. PUBLIC PARTICIPATION

A resident wished to raise concerns regarding increases in fly posting and parking on local grass verges.

4. ELECTION OF CHAIRMAN

Outgoing Chairman Cllr Jenkinson wished to thank the Vice Chairman Cllr Brian Holland for his support over the last twelve months and all Committee Members of the Council.

Councillor Val Chapman wished to express her view that Cllr Jenkinson had been like a breath of fresh air; a wonderful 12 months. All Councillors expressed their thanks to Councillor Jenkinson for his Chairmanship over the last twelve months.

In accordance with Standing Order VI.2.i. Cllr Shane Jenkinson proposed the current Vice Chairman Cllr Holland as Chairman, this was seconded by Cllr Caine and fully **approved** by the meeting.

Following the election, Councillor Holland took the seat of Chairman from Cllr Jenkinson.

5. ELECTION OF VICE CHAIRMAN

Chairman Cllr Holland proposed Cllr Mrs Megan Barrow as Vice Chairman, this was seconded by Councillor Jenkinson. There were no other nominations proposed. Cllr Mrs Megan Barrow was **approved** by the meeting.

6. APPOINTMENT OF COMMITTEES

a. Finance Committee

Resolved that Cllrs Michell, Marshall, Holland, Chapman, Millar, Spencer, Jeavons and Barrow would stand on the committee.

b. Personnel Committee

Resolved that all Parish Councillors are on the committee.

c. Village Hall Management Committee Representative

Resolved that Cllrs Barrow and Kenyon and Cllr Michell as the District Council representative stand on the committee.

d. Open Spaces Committee

Resolved that Cllrs Kenyon, Caine, Morrison, Loftus, Jeavons, Jenkinson, Chapman, Barrow and Millar would stand on the committee.

e. Business Plan Committee

Resolved that Cllrs Holland, Barrow, Chapman, Jeavons, Kenyon, Spencer and Marshall would stand on the committee.

f. Any other proposed Committee – none.

- 7. NOMINATIONS AND APPROVAL for Signatories to Bank and other accounts** being Cllrs Millar, Barrow, Holland, Kenyon, and Chapman.

8. MINUTES

Resolved that the minutes of the meeting held on the 13th April 2016 be approved and signed as a true record.

9. POLICE REPORT

PCSO Karen Terry answered Councillors concerns regarding the recent spate of burglaries targeted towards the local Co-operative Stores. PCSO Terry advised that they are working with the Co-operative on this issue and the Police have increased patrols.

Councillor Caine asked PCSO Terry under what circumstances can the Police issue tickets regarding parking obstruction. PCSO Terry advised that P.C.S.O's can only issue tickets for blocking, instances such as blocking driveways and pavements, pavements only when there is inadequate room left for pushchairs or for wheelchair users to pass.

**9.1 Crime and Anti-social behaviour figures for Locality 4 Period
28 Days up to 30.04.2016:**

Burglary 2, Criminal Damage 1, Drug offences 2, Less serious violent Crime with injury 2, Theft 7, Other violence against the person 4, Public Order 1, Theft from motor vehicles 4 and Vehicle interference 1, ASB 19.

In the 12 month period crime figures in the area have gone down.

9.2 Neighbourhood Watch: Scam Alert - several scam phone calls have been reported in the Codsall/Bilbrook area. Police advice is never to give bank details over the phone. If in doubt hang up and call 101.

[7.42 PCSO K Terry left the meeting. Cllr Chapman was given permission to briefly leave the meeting]

10. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

- 10.1 Submitted Enquiry Form** - a submitted enquiry form dated 28th April 2016 was received and considered. The resident outlined how much the Wheel Field project had improved the Wheel Field, but also raised concerns regarding the state of the pavements around Wilkes Road and Warner Road.

Councillor Barrow thought that not enough remonstrations are made regarding the state of the footpaths around Codsall. Cllr Marshall advised the meeting that he was aware that the pavements around the Wheel Estate have been scheduled for repair, unfortunately however the repairs have not been scheduled to be undertaken until three years time.

- 10.2 Annual Membership** – renewal of membership to the Community Council of Staffordshire of £25.00 was considered and **approved**.

[Cllr 7.44pm Cllr Chapman returned to the Chamber]

- 10.3 Grant Request** – a Grant Request received from 1st Billbrook Codsall Scout Group for £200.00 to be used to sponsor the Chesterfield Musketeers Marching Band at this years Annual Carnival was considered and **approved**.

- 10.4 South Staffordshire Council (SSC) – Litter/Dog Waste Bin Provision** – emails from SSC regarding consultation on possible Litter/Dog Waste Bin removal in our area were received. Councillors felt that even in these times of austerity and efficiency savings, this is a step too far. The meeting **resolved** that the Parish Council would strongly object to the removal of any bins within Codsall Parish.

- 10.5 Music Event Codsall – Wheel Field** - an email dated 6th May 2016 from Out Out Entertainment Ltd who are seeking permission to use the Wheel Field to hold a day concert event called NXT was received and considered.

The Chairman asked the meeting before debate got underway if Councillors were in principle happy that the Wheel Field is used for this type of event. Following discussion Councillors unanimously agreed that they were, in principle, happy for this type of event to be held on the Wheel Field. Councillors then discussed the request from Out Out Entertainment and then raised some concerns that included: where will the visitors park, where will the power supply come from, the numbers expected to attend, operating hours, marshalling for the event, would portaloos be provided.

In accordance to Standing Order V.4.iii. the Chairman, Cllr Holland, advised Mr Evans who represented Out Out Entertainment and was present this evening, that he could address the Council if he so wished regarding the concerns/questions raised.

Sam Evans thanked members and advised the meeting that there is a lot of local talent and it appeared to be a good opportunity to showcase that talent. Out Out Entertainment are looking to work alongside Digbeth Diners for the event.

It is anticipated that a number of people will travel to the event by bus, train or on foot for those that live locally.

The event is still at a very early stage of being formulated, but they first needed to see if the Wheel Field could be used for the purpose.

Mr Evans then went onto say that Out Out Entertainment would promote the fact that available parking is restricted. All waste management and marshalling would be provided.

The Chairman thanked Mr Sam Evans for the information given this evening.

The meeting **resolved** that the Council would give further consideration following a formal written proposal being submitted by Out Out Entertainment Ltd and that the formal written proposal addresses the concerns raised by members this evening.

- 10.6 Moatbrook Nature Reserve** – continuation of item 6.6.4 - 13th April 2016.

A resident's email dated 6th May and the Clerks response were **received and noted**.

Councillors fully supported the Clerks response.

11. ACCOUNTS

- 11.1** **Resolved** that a report on Council Finances for the year to 30th April 2016 be approved.
- 11.2** **Resolved** that the Payment Schedule to the 11th May 2016 be approved.
- 11.3** Confirmation by the Chairman of the authorisation of the Clerk's time sheet.
Matter of report.
- 11.4** **Resolved** approval of acceptance to the Council's Insurance renewal quotation of £4, 641.85 (last year £4,493.47).

12. COUNTY COUNCILLOR'S REPORT

- I54 bus (number 4) has been cancelled because of low passenger numbers, not sure however as to what has happened to the S106 agreement money.
- Questions to full council asking already about 6m short fall from BCF.
- Voting Monday to decide if existing chairman stays for another year.
- LMIS applications already approved.
- Traffic expenditure allowance now gone down to £7,500 for each County Councillor.

13. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE

The minutes of meetings held: 18th January, 22nd February and 21st March 2016 were **received and noted**.

Councillor Megan Barrow reminded Councillors of the Queens Big Birthday Bash that is being held at the Village Hall on the 11th June, organised by St Nicholas Church.

14. DISTRICT COUNCILLOR'S REPORT

Cllr Marshall wished to advise members that one of our esteemed Parish Councillors (Cllr Mrs Val Chapman) has been elected as Vice Chairman of District Council. Cllrs Megan Barrow, Val Chapman and Robert Marshall met with representatives to try to find a solution to the No 4 bus i54 site.

Cllr Barrow is assisting local businesses regarding some business rate charges.

15. OTHER CORRESPONDENCE

15.1 **Staffordshire Parish Councils Association** – bulletins dated 7th, 14th and 21st April were **received and noted**.

15.2 **St Nicholas PCC - Half Yearly Grant** – a letter of thanks dated 11th April 2016 was **received and noted**.

16. HIGHWAY ISSUES

To raise any concerns with County Council Highways

NEXT MEETING

8th June 2016

BANK RECONCILIATION as at 30th April 2016

		Balances
Lloyds Bank - Current a/c		23697.58
Lloyds Bank - Instant Savings a/c		180140.77
Lloyds Bank - Fixed Term Deposit a/c		0.00
Petty Cash		50.00
		<u>203888.35</u>
Less Unpresented Cheques		
	6670	200.00
	6685	714.72
	6691	9932.92
	6686	271.12
	6690	250.00
	6688	187.00
	6687	17.00
	6689	7.99
		<u>11580.75</u>
		11580.75
	Total	<u><u>192307.60</u></u>
Brought forward start of year		130793.57
Receipts for year		78137.90
Less payments for year		16623.87
		<u><u>192307.60</u></u>

PAYMENTS FOR APPROVAL ON 11th May 2016

<u>Cheque</u>	<u>Payable to</u>	<u>Details</u>	<u>Value</u>
DD	Intuit	Computer Programme	63.60
DD	Talk Talk (Opal)	Internet	20.31
DD	PEAC (UK) LTD	Photocopy lease	136.80
6686	Maxine Baker	Reimbursement	271.12
6687	NALC	Annual Subscription	17.00
6688	Society of Local Council Clerks	Annual Membership	187.00
6689	Codsall Stone & Paving	Land Maintenance - benches - teak oil	7.99
6690	Codsall Community Group	S137-Community Grants & Donations	250.00
6691	South Staffordshire District Council	2015 Election Recharge	9932.92
6692	Staffordshire Parish Council's Assoc.	Annual Subscription	706.00
Bacs	Wages & Salaries	Wages & Salaries	3389.36
6693	Inland Revenue	Tax & N.I.	1069.65
6694	Staffordshire County Council	Superannuation	491.79
Total			16543.54