

# CODSALL PARISH COUNCIL

## MINUTES

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

on Wednesday 14<sup>th</sup> September 2016 at 7.00pm. following Planning

Three members of the public were present

**PRESENT: Parish Councillors** B Holland (Chairman), Mrs K Ewart, S Jenkinson, I Kenyon, B Spencer, P Wright, **Parish & District Councillor** J Michell, **Parish & County Councillor** R Marshall

### 1. APOLOGIES

Apologies for absence were received and accepted from Cllrs Barrow, Caine, Chapman, Jeavons, Loftus, Millar and Morrison.

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

Cllr Jenkinson & Kenyon declared a non-pecuniary interest in item 7.6.3. There were no written requests received for dispensation.

### 3. PUBLIC PARTICIPATION

None

### 4. MINUTES

**Resolved** that the Minutes of the Main meeting held on 13<sup>th</sup> July 2016 be approved and signed as a true record.

### 5. POLICE REPORT

#### 5.1 Crime and anti-social behaviour figures for Locality 4

**28 days up to 01.09.2016:** burglary dwellings 1, burglary other 1, criminal damage (excluding arson) 2, less serious violent crime with injury 2, other theft 9, other violence against the person 7, theft of motor vehicles 1, theft from motor vehicles 1, ASB 5.

In the 12 month period crime figures in the area has gone up, but ASB figures has gone down.

**5.2 Alert:** There has been 3 incidents of distraction crimes and the Police believe Codsall as well as other areas in South Staffordshire are being targeted by an organised gang. The police are pursuing a number of leads and looking into CCTV footage etc. They are hopeful those responsible will be brought to justice and that they are making the community as aware and as reassured as they can.

#### Matter of report

### 6. CHAIRMANS REPORT

The Chairman Cllr Brian Holland advised members that during summer recess he had represented Codsall Parish Council at Brewood & Coven's Civic Sunday; at Codsall's Fun Run, presenting medals and will be representing the Parish Council this Sunday at Wheaton Aston's Parish Council's Civic Sunday.

#### Matter of report

## 7. URGENT CORRESPONDENCE AND DISCUSSION TOPICS

- 7.1 Highway Infrastructure Asset Management Plan Consultation –**  
 Many members felt that the consultation report was hard to interpret and therefore makes it hard to formulate a judicious response. Cllr Marshall advised that he had spoken to a representative from Amy regarding the report and was advised that the key items could be found on pages 7 and 16 of the consultation report. The consultation report highlights that the annual funding required to maintain the highway (the asset), in a steady state of repair is £38.6m. Budgeted Capital Highway Funding stood at £32m in 2010/2011 dropping in 2016/17 to £14.75m; 2017/18 to £14.5 million and would be down to £13.75m in 2020/21. Cllr Marshall has been advised that in 2016/17 Staffordshire County Council will spend approximately £3.3m on potholes and in 2015/16 20,000.00 potholes were filled at an approximate cost of £165.00 per pothole. Staffordshire County Council are responsible for 732km of A roads, 345km of B roads, 1379km of C roads, and 3454km of D & U roads. Chairman Cllr Holland said that he felt that the consultation report is flawed from the outset because how can you maintain the asset with decreasing funds and also the consultation does not factor in, new housing development sites which will add to the road infrastructure. Councillor Spencer said that a change of strategy is required by Staffordshire County Council as the highway maintenance programme policy as it stands at present is becoming unsustainable. **Resolved** that a representative of County Council Highways be asked to attend a meeting of the council to discuss the report further.
- 7.2 South Staffordshire SNP – Crime figures –** Councillor Spencer would bring the item back to the next main meeting with more up to date figures.
- 7.3 Christmas Tree Festival: 9<sup>th</sup> - 11<sup>th</sup> December 2016 – Resolved** that the Parish Council would participate in this years festival and a donation of £50.00 given. Cllr Ewart volunteered to decorate the tree.
- 7.4 Staffordshire Fire and Rescue Service Corporate Safety Plan 2017 – 2020 Consultation was received and noted.**
- 7.5 Christmas Carols/Christmas Fair –** Cllr Spencer raised concerns regarding how the Parish Council fitted in with the Codsall Christmas Fair group on ensuring an appropriate and robust Health & Safety Policy is in place. **Resolved** that Cllr Spencer together with the Clerk reviews and updates the Health & Safety procedure to integrate both elements of the Carols and Christmas Fair which then must be adopted and adhered to by the Christmas Fair Group.
- 7.6 Grants Applications and donation requests –** consideration was given to the following Grant Applications and requests for donations:
- 7.6.1 Codsall Village Hall Management Committee –** a grant request for £5,200.00 to be paid half yearly for refurbishment of the Village Hall toilet facilities; **resolved approval.**
- 7.6.2 South Staffs Work Club –** a request for a donation towards the clubs operational costs. Members felt that both the Citizens Advice Bureau and the Work Club do a very good job in South Staffordshire. Members were aware that a 3 month trial to integrate CAB and the

Work Club within South Staffordshire District Council was being undertaken. If the trial proved successful this would save the Codsall branch of CAB the cost of hiring a room at the Village Hall of £750.00 per year.

**Resolved** to await the end of the 3 month trial run and if successful the Parish Council would re-assign the grant allocation of £750.00, assigned within the budget to CAB as a joint grant to CAB and the Work Club.

*[Cllr Jenkinson & Kenyon left the chamber during the following discussion:]*

**7.6.3 Codsall Community Group** – donation request towards increased costs of holding the Fun Run and increased insurance costs because of the Fun Run. Following discussion the meeting **resolved** to issue a one off donation of £500.00 towards the groups increased running costs.

*[Cllr Jenkinson & Kenyon returned to the chamber]*

**7.7 Power Cut? New Phone Number 105 launches in September** an email dated 22<sup>nd</sup> July and promotional material was **received and noted.**

**7.8 Connecting Communities – New Partnership Approach** – a letter from South Staffordshire Council dated 15<sup>th</sup> August 2016 was received and considered. **Resolved** that the Clerk writes to South Staffordshire Council to request details on what benefits, Connecting Communities, offers Codsall residents.

**7.9 Fly-tipping - update** to Main Meeting, 13<sup>th</sup> July 2016, minute item 6.2. An email dated 25<sup>th</sup> July from South Council and a letter dated 29<sup>th</sup> July 2016 from Staffordshire County Council were **received and noted.**

**7.10 Recycling Banks/PODS - update** to Main Meeting 13<sup>th</sup> July 2016, minute item 6.3. An email dated 18<sup>th</sup> July 2016 and a letter dated 19<sup>th</sup> August 2016 from South Staffordshire Council were **received and noted.**

**7.11 Perton Parish Council – safety of alternative walking route along Heath House Lane – update** to Main Meeting 13<sup>th</sup> July 2016, Minute item 6.6. A letter dated 29<sup>th</sup> July 2016 from Staffordshire County Council was **received and noted.**

**7.12 Mobile Breast Screening Unit – A call for the unit to be re sited in Codsall** –an email dated 6<sup>th</sup> September 2016 from Russell House Surgery requesting the support of the Parish Council to champion the return of the Mobile Breast Screening Unit to Codsall was received and consideration given. **Resolved** that the Parish Council writes a letter of support to the campaign to bring the unit back to Codsall and if finding a suitable location is a problem then the Parish Council would give assistance in the matter.

**7.13 Community Council of Staffordshire – AGM 6<sup>th</sup> October 2016** – an invitation to attend the AGM of the Community Council of Staffordshire, to be held at Stowe-by-Chartley Village Hall, Station Road, Stowe-by-Chartley, ST18 0LG from 7.00pm was received. **Resolved** that any Councillor wishing to attend to advise the Clerk.

## 8. ACCOUNTS

**8.1 Resolved** that a report on Council Finances for year to 31<sup>st</sup> August 2016 be approved.

- 8.2 **Resolved** that the schedule of payments to 14<sup>th</sup> September 2016 be approved.
- 8.3 Confirmation by the Chairman of the authorisation of the Clerks time sheet. **Matter of report.**
- 8.4 **Grant Thornton - External Audit of Annual Accounts year ended 31<sup>st</sup> March 2016** - External Auditor Certificate and opinion 2015/16 was **received and noted.**

## 9. COUNTY COUNCILLOR'S REPORT

A verbal report from County Councillor Robert Marshall was given:

- Meeting with the PCC Mathew Ellis question topics included: Visible Policing, Rising crime figures, protection of the most vulnerable, use of police cells, Fire & Rescue integration.
- Resurfacing works are due to be undertaken between Moatbrook Lane and Bakers Gardens/Oak Tree Rise.
- Staffordshire County Council's Pension scheme still in line with benchmarks
- Traffic restrictions are working on Fairfield Estate. Looking into introducing them on Broadway and Chapel Lane.

## 10. CODSALL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)

The minutes of C.V.H.M.C. meeting of the 16<sup>th</sup> May 2016 were **received and noted.**

## 11. DISTRICT COUNCILLOR'S REPORT

District Councillors present felt that there was nothing of note to report to the meeting this evening.

## 12. OTHER CORRESPONDENCE

- 12.1 **Staffordshire in the Great War: The Peoples Story** - a programme of event to be held on Saturday 15<sup>th</sup> October at City Central Library, Stoke-on-Trent was **received and noted.**
- 12.2 **Staffordshire Parish Councils Association** –bulletins dated 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup> July, 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup> August and 1<sup>st</sup> September were **received and noted.**
- 12.3 **South Staffordshire Connect Service** – an email dated 2<sup>nd</sup> September regarding the re commissioning of the Connect Service contract was **received and noted.**
- 12.4 **Codsall Village Centre Car Park (Leased by the Co-operative Store)** - an email from Mr S Winterflood, Chief Executive of South Staffordshire District Council dated 15<sup>th</sup> August 2016, advising that the Leader of the Council has now issued his decision to vary the lease with the Co-op regarding the car park was **received and noted.**

## 13. HIGHWAY ISSUES

**Resolved** that Councillors would report any highways concerns that they have to Cllr Robert Marshall after the meeting.

## NEXT MEETING

12<sup>th</sup> October 2016

**BANK RECONCILIATION as at 31st August 2016**

	<b>Balances</b>
Lloyds Bank - Current a/c	9058.54
Lloyds Bank - Instant Savings a/c	153912.87
Lloyds Bank - Fixed Term Deposit a/c	0.00
Petty Cash	50.00
	<u>163021.41</u>
<b>Less Unpresented Cheques</b>	
6695	24.75
6735	3848.81
6734	710.09
6731	480.00
6732	159.36
6736	142.2
	<u>5365.21</u>
	5365.21
	<u><b>Total</b></u>
	<u><b>157656.20</b></u>
Brought forward start of year	130793.57
Receipts for year	82205.00
Less payments for year	55342.37
	<u><b>157656.20</b></u>



<b>PAYMENTS FOR APPROVAL ON 14th September 2016</b>			
<b>Cheque</b>	<b>Payable to</b>	<b>Details</b>	<b>Value</b>
<b><u>AUG</u></b>			
DD	Intuit	Computer Programme	63.60
DD	Talk Talk (Opal)	Internet	20.31
6721	D Owen	Re-imburement- Cleaning Materials and Repair Items	93.91
6722	Petty Cash	Petty Cash	45.85
6723	Severn Trent Water	Water - Allotments	143.09
6724	Severn Trent water	Water- Oaken Drive Field Cattle Trough	22.04
6725	Codsall Village Hall Management Committee	Civic Sunday -Room hire, Staffing	50.00
6726	Midland Roadstone	Allotments - Pathway Maintenance	676.04
6727	ACK Tree & Garden Services	Moatbrook- Pathway - 4th Cut	100.00
6728	Petty Cash	Petty Cash	36.68
BACS	Trust Ecology	Method Statement	290.00
BACS	Wages & Salaries	Wages & Salaries	3335.56
6729	Inland Revenue	Tax & N.I	1045.30
6730	Staffordshire County Council	Superannuation	615.25
<b><u>Sept</u></b>			
DD	Intuit	Computer Programme	63.60
DD	Talk Talk (Opal)	Internet	20.31
6731	Grant Thornton	External Annual Audit 2015/16	480.00
6732	ESE Direct Ltd	Safety Equipment - Fire cabinet	159.36
6733	Maxine Baker	Re-imburement - Office Equipment	133.03
6734	Midland Roadstone & Quarry Products	Stone - Allotment Pathway Maintenance	710.09
6735	Staffordshire District Council	Land Maintenance- Grass & Hedge 1st Qtr	3848.81
6736	Soft Surfaces Ltd	Land Maintenance - Playground Surface repair	142.20
BACS	Wages & Salaries	Wages & Salaries	3740.04
6737	Inland Revenue	Tax & N.I.	1163.27
6738	Staffordshire County Council	Superannuation	615.25
		<b>Total</b>	<b>17613.59</b>