

**KINGS BROMLEY PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Wednesday, 10<sup>th</sup> January, 2007, at 8.00 pm in**  
**Kings Bromley Village Hall**

**Present:-** Cllr I M P Pritchard (Chairman); Cllr S R Browne, Cllr Mrs M K Gair;  
Cllr Mrs P Jarman; Cllr G C Seddon; Cllr W A Taylor

**In attendance:** Mrs S Buxton (Clerk); Cllr Joe Powell from LDC Parish Forum

Cllr Joe Powell gave an introductory talk on Local Area Agreements, which will bring some very limited funding as a result, during 2008 and 2009. The parish council will have a greater involvement in a range of activities:- children and young people; older people and health; safety of community; economic development; and sustainability of community. If the council want to be involved then consideration should be given to possibility projects that could be suitable for funding in the future. A particular concern for parishes is whether LDC will be able to offer the necessary advice and support to parishes who do not have qualified experts.

Cllr Powell left the meeting

Public comments were made regarding the absent Christmas Tree, the broken bench at the junction of Manor Road/Beech Avenue and difficulties in seeing the clock due to a very tall tree

**3071 Apologies**

Cllr Mrs Piggott – family illness

**Agreed** to accept the apologies of Cllr Mrs Piggott

**3072 Declaration of Interests**

War Memorial – Cllr Taylor

Village Hall – Cllr Browne

Horticulture Society – Cllrs Pritchard and Mrs Jarman

**3073 Minutes of the last meeting**

**Agreed** that the minutes of the meeting held on 13<sup>th</sup> December, 2006, be signed as a true and correct record

**3074 Report of the Clerk**

- i. **Safety Camera Partnership** – they made 28 visits during 2006 and 214 drivers were reported for speeding offences

**3075 Finance**

i. **Accounts for Payment**

**Agreed** that the following payments be made

Mrs S Buxton	Salary – Dec 2006	£309.53		
	Office/computer – Dec 2006	£ 25.50		
	Petty Cash	£ 30.00		
	Working with your council updates	£ 19.50	£384.53	Chq 659
SCC	Pension contributions – Dec 2006	£ 62.24	£ 62.24	Chq 660

- KB Parish News Magazine subscription 2007      £ 4.00 £ 4.00      Chq 524
- ii. **Payments Received**  
The grant of £4,261.33 from LDC for their contribution to the landscaping work on the Memorial has been received
- iii. **Finance Report to 31<sup>st</sup> December 2006**  
**Noted**
- iv. **Budget 2007/08**  
**Agreed** that the precept for 2007/08 should be £12,610, an increase of £310 or 2.5%  
**Agreed** that the elections would be paid for from out of the unallocated balance  
**Agreed** that no donation will be made to the John Taylor High School anniversary  
**Agreed** that the budget for 2007/08 will be as follows:-

Description	2007/08 Budget	
	£	£
<b>RECEIPTS</b>		
Precept		12,610.00
Interest on Investments		6.00
Miscellaneous		
Postage for agendas	0.00	5.00
Grasscutting at Village Hall	230.00	
Training Grant	0.00	
Grants/Sponsorship/Quiz/Donations - Parish Plan	0.00	
Swings – donations/grants	0.00	
SCC Footpath grant	0.00	
Refunded bank charges	0.00	
BKV/Village of the Year Prize Money	0.00	
Donation to Dog Bin	0.00	
Repayments from Youth Cub	0.00	
		230.00
VAT refund		1,600.00
<b>TOTAL RECEIPTS</b>		<b>14,451.00</b>

**PAYMENTS**

**General Administration**

Clerk's salary and pension	4,570.00
Insurance	1,080.00
Provision of office and equipment by clerk	315.00
Petty Cash	180.00
Photocopying	285.00
Postage	200.00
Telephone	180.00
Stationery	160.00
Publications	10.00
Room Hire	192.00
Subscriptions	410.00
Training	200.00

Travel expenses  
Audit

200.00

120.00

8,102.00

**Running costs:-**

Running costs		
Church Clock	150.00	
Vill Hall Shrub maintenance	55.00	
Bench Maintenance	75.00	
Emptying Litter Bin	52.00	
Emptying Dog Bins	320.00	
Grasscutting	1,500.00	
War Memorial Maintenance	100.00	
Play equipment inspection/repair etc	40.00	
Donation to supply of bedding plants	65.00	
Donation to churchyard maintenance	250.00	
Tree works	500.00	
General repair provision	<u>200.00</u>	
		3,307.00

**S137 Payments**

RBL Poppy Wreath	21.00	
Christmas Tree	100.00	
Donation to LDC play scheme	<u>120.00</u>	
		241.00

**Miscellaneous**

BKV Competition	60.00	
Election	0.00	
Donation to John Taylor High School		
Presentation	10.00	
SPCA lunches for AGM	30.00	
Website	<u>590.00</u>	
		690.00
Unallocated Balance		1,611.00
VAT		<u>500.00</u>
<b>TOTAL PAYMENTS</b>		<u><b>14,451.00</b></u>

**v. Audit Return for the year to 31<sup>st</sup> March, 2006**

The audit commission has completed its audit of the accounts for last year. There is only one item to be addressed:-

The fidelity insurance level needs to be increased to a level to reflect the year end balance plus 50%, and needs to include councillors. The clerk has spoken to the insurers and they are sending out a proposal form

**Agreed** the clerk would arrange to display the notice of the conclusion of the audit

**3076 Correspondence and Items for Information**

- i. **Community Council of Staffs – 2007 Festival of Village Events and Festivals Agreed** that the clerk would include dates from the Horticultural Society
- ii. **Community Council of Staffs – BKV Competition Agreed** that the village would enter the competition this year

**Agreed** that a cheque be issued to cover costs of publicity and entry fee

£44.20

Cheq No. 525

- iii. **East Staffs Borough Council – Local Development Framework – Draft Statement of Community Involvement** – deadline for comments 15/2/07
- iv. **LDC West Midlands Regional Spatial Strategy** – partial review phase II
- v. **Sandwell Metropolitan Borough Council West Midlands Regional Strategy** – phase II revision consultation event 24/1/07

### **3077 Parish Web Site**

- i. **Village Organisations and Village Diary** - the clerk has a list of village organisations and contact details which she is currently checking and will ask organisations to provide a list of any dates over the next 6 months
- ii. **Village Businesses** – a note has been included in the next parish magazine offering an initial free listing for any businesses based in the village
- iii. **History**  
**Agreed** that a link be made with the parish plan
- iv. **Walks**  
**Agreed** that information be taken from the existing walks leaflets
- v. **Photos**  
**Agreed** that Cllr Mrs Jarman would supply a second set of photographs
- vi. **Parish Council**  
**Agreed** the clerk would just put in names and contact numbers for councillors until after the May election
- vii. **Village Hall**  
**Agreed** Cllr Browne would put together a short paragraph about the village hall
- viii. **Kings Bromley Show**  
**Agreed** to ask the horticultural society to provide a short paragraph

### **3078 War Memorial**

- i. **Update on stonework** – Cllr Pritchard has spoken to Cannells Memorials, he will undertake the work now that the wreaths can be removed
- ii. **Maintenance of War Memorial post renovation** – Gardening Guild did not meet in December but will ask if any of their members would be happy to look after the border around the memorial
- iii. **Insurance of War Memorial** – Cannell Memorial will take photographs of the memorial once the stone work has been repaired and send them to a company who specialise in insurance of War Memorials to get a valuation

### 3079 Yoxall Layby

- i. **Waiting restriction** – the county council are going ahead with advertising the waiting restriction for both laybys from 7.00 pm through to 7.00 am daily, to see if there are any objections. Cllr Janet England has supported the restriction

### 3080 Village Shop

- i. **Meeting with Community Council/ Village Shops Retail Shops Association** possible dates for a meeting were discussed and the clerk will notify members once a date is fixed  
**Agreed** that Annabel Watkins would be invited to the meeting

### 3081 Noticeboards

- i. **Grants** – the horticultural society have not yet replied to the request for them to consider making a donation towards the new school noticeboard
- ii. **Quotations for replacement** – the clerk is firming up the final details of the quotations for the supply of three noticeboards and a new map board. When a decision is made on the supplier, the chairman will discuss this further with the chairman
- iii. **School Noticeboard** - the school would like an all wooden noticeboard, but the parish council felt that an aluminium inset would be better and last longer. There are some issues with regards to the exact location of the board at the school because the previous one was situated at the back of the hedge, and it may be better to site it further forward in the hedge. This will need to be discussed by the installer and the headteacher
- iv. **Presentation of O2** – O2 would like to arrange a date towards the end of January to present the parish council with their cheque towards the new parish noticeboard  
**Agreed** the clerk will arrange a date and notify members
- v. **Map** – the map that came out of the original board is slightly damaged and a replacement will cost around £100  
**Agreed** that if it was possible the old map would be reused

### 3082 Footpaths

- i. **Grant Aided Leaflet** – the Historians are happy to meet with the clerk and one or two councillors to discuss the content of the leaflet.  
**Agreed** that a historical leaflet would be duplication of existing leaflets and it would be better to incorporate all the walks into a single leaflet or binder to be distributed to all houses in the parish  
**Agreed** the clerk would arrange meeting between the chairman, clerk and Historians  
**Agreed** that the routes of the existing walk leaflets would be checked as follows:- Walk 1 – the clerk; Walk 2 – Cllr Browne; Walk 3 – Cllr Pritchard; Walk 4 – Cllr Mrs Gair
- ii. **Crawley Lane Footpath** – Cllr Browne reported that he had discussed the footpath with Mr Baskerville who said it was not his

**Agreed** that the clerk would report the condition of the footpath to SCC

iii. **Community Paths Initiative 2007/08**

**Agreed** that no application for a grant be made in 2007/08

**3083 Kings Bromley Twinning**

Cllr Seddon has met with the headteacher, and provided information as a starter for the school to look at

**3084 Access across parish council land to rear of the Hollies**

Mr Pitchford of The Hollies, Yoxall Road has put an offer in writing for the granting of a right of way across parish council land at the entrance to Leofric Close. As well as a monetary offer he has also offered to maintain the adjacent grassed areas.

The clerk presented information obtained on the granting of a right of access, which in law is treated as a disposal along with a list of questions to be put to NALC via the SPCA.

A discussion took place as to whether discussions on the granting of this access should be confidential or not

**Agreed** that the discussions would take place in public, but the actual amount of the financial offer would not be made public

Cllr Mrs Jarman proposed that the previous minutes should stand, and that despite the offer of a substantial sum of money, the council should not grant a right of access.

This was not seconded

Cllr Mrs Jarman withdrew her proposal

Cllr Browne proposed that a letter be sent to all residents of Leofric Close and Yoxall Road residents between Leofric Close and Alrewas Road, stating that a financial offer has been received from Mr Pitchford for the granting of a right of access. The council believes that if a right of access is not granted the conifer trees may be removed. This was seconded by Cllr Pritchard

**Agreed** that all residents in Leofric Close and Yoxall Road from Leofric Close to Alrewas Road be consulted, with a deadline given for comments to be received

**Agreed** that a note be put in the parish magazine and on the noticeboard giving any other residents of the village an opportunity to express a view

**Agreed** that the clerk would obtain advice from NALC on the possible granting of a right of access

**3085 Closure of Social Service Day Centres**

**Agreed** that the clerk would write to the MP Mr Fabricant regarding the closure of the day centres

**Agreed** that the clerk would send a copy of Cllr Mrs Jarman's speech from the SPCA AGM in November and a covering letter to all clerks in the LDC area

### **3086 Parish Plan Quarterly Review**

**Agreed** that this be carried forward to the next meeting

**3087 Beech Avenue Bench** – the timber on the bench is rotten and needs replacing but the concrete sides are in excellent condition.

**Agreed** to replace that the timber be replaced

**Agreed** that Cllrs Browne and Pritchard would ask two local residents to see if they would be prepared to carry out the repairs and at what cost

### **3088 Grasscutting 2007 and 2008**

**Agreed** that the grasscutting tender for the next two years would not be set by competitive tender.

**Agreed** that the clerk would send the details to the existing contractor and all those who had tendered last time, to LDC and on the parish noticeboard and in the parish magazine

### **3089 Chamberlain Close Lettings Policy**

A review of the lettings policy is now due after 3 year period. During the last 3 years HomeZone and LDC have changed the way in which the housing register is maintained and vacant properties are let. An interactive “choice based” lettings system has been introduced called Your Choice, in which vacant properties are advertised and registered applicants express interest in suitable homes. All applications are administered by HomeZone and LDC have closed their own waiting list. Draft of a revised policy which maintains exactly the original emphasis on local need in Kings Bromley and surrounding parishes, but which makes the existing principles compatible with the single waiting list administered by HomeZone and the choice based lettings system.

**Agreed** that the parish council has no objection to the proposed lettings policy for Chamberlain Close

### **3090 Parish Council Meeting Dates**

The clerk reported that due to some difficulties with bookings of the Village Hall this year, an agreement has been reached with the Bingo Club, that from January 2008, Bingo will take place on the first and third Wednesdays and the parish council will meet on the second Wednesday in each month

The date of the May meeting in 2007 will have to be changed as it is set before the election on 3<sup>rd</sup> May. The clerk will look up the law with regards to the timing of the first meeting of the new council and arrange a new date after consulting with councillors and the Village Hall

**Agreed** that letters of thanks be sent to Mrs O'Brian and Mr Rawlinson for their work in changing the calendar of meetings for 2008 onwards

### **3091 Lichfield District Council**

- i. **Presentation to district and parish councillors by Staffordshire Police** – 15<sup>th</sup> January, 2007 at the council house in Lichfield



- ii. **Policy and Procedure for Allocating Monies Received under Section 106 Developer Contributions towards Social and Community Facilities** – details of changes in the system and decision making process. Details available on the website

**3092 Staffordshire County Council**

Nothing to report

**3093 SPCA**

Nothing to report

**3094 Items for Future Meetings**

- i. Financial Regulations
- ii. 2441xiv Cycle paths Wood End Lane
- iii. 2506ii Restructuring of tree warden scheme at LDC
- iv. 2616iii Replacement Trees
- v. 2618 Review of Standing Orders
- vi. 2658ii Electricity Cables and Pylons
- vii. NALC Legal Briefing on Clean Neighbourhoods and the Environment Act- clerk's report
- viii. Valuation of Chairman's Chain of Office
- ix. War Memorial Grants
- x. Youth Club
- xi. Tree Inspection Report

**3095 Date of Next Meeting**

Wednesday, 7<sup>th</sup> February, 2007 – 7.45 pm at the Village Hall, Alrewas Road, Kings Bromley

There being no other business, the chairman declared the meeting closed at 9.45 pm