

# KINGS BROMLEY PARISH COUNCIL

## Minutes of the meeting held on

Wednesday 11<sup>th</sup> January 2012 commencing at 7.45pm at Kings Bromley Village Hall.

- Present:** Cllr. G. C. Seddon (Chairman); Cllr. Mrs. M. K. Gair; Cllr. W. Taylor  
Cllr. S. Holland; Cllr. I. M. P. Pritchard; Cllr. Mrs. P. Rothery.
- In attendance:** Mr. I. Colclough (Clerk)  
Members of the public: Wayne Bull, Julia Allsopp, Ray Griffiths, Robert Gilmour.
- Public Session:** This took place between 7.45 and 8pm.

1. **Apologies for absence.**  
Cllr. S. R. Browne had another engagement. County Cllr. Mrs. J. Eagland.
2. **Declarations of Interest.**  
None were made. The chairman asked that councillors state an interest if an item is discussed subsequently.
3. **Chairman's Opening Remarks.**  
The chairman welcomed everyone to the meeting. Now that the new clerk was in place, the chairman said that council were still making some changes to the way they work. The clerk was to be issued with a new contract of employment and the standing orders would be finalised. Both these items were on the agenda for this evening. The public session had again been moved such that it takes place before the formal parish council meeting commences. Public were asked to use that session to speak and to refrain from interrupting once the formal part of the meeting has commenced, unless invited to contribute by the chairman.  
Cllr. I. Pritchard arrived at 8.02pm
4. **Minutes of the General Meeting held on 7<sup>th</sup> December 2011.**  
These had been distributed previously. One amendment was made – item 6b Gravel Update. It was pointed out that Mrs Anderson is not a parishioner as she resides outside the parish. This amendment was made to the minutes and initialled by the chairman. It was proposed by Cllr. Gair and seconded by Cllr. Rothery that the minutes be signed as a true record. All were in favour.
5. **Clerks Report.**
  - a) Correspondence / emails received.
    - i) NALC Update – 8/12/11
    - ii) Came and Co – re implications of snow clearing – to be discussed under item 8.
    - iii) NALC Update – 15/12/11
    - iv) Queen Elizabeth 11 Fields Challenge – it was decided to forward this to Julie Bamber as it may be something that the village hall committee would wish to do as they administer the playground. **Action: Clerk.**
  - Late post items received:
    - v) Flier from LDC to say there is free home insulation available. Clerk to put on web site. **Action: Clerk.**
    - vi) CC of Staffs – Best Kept Village Competition. Clerk asked to contact usual organiser Alan Howard. **Action: Clerk.**
    - vii) SCC – Public path diversion order – path No 2 part in Kings Bromley. This came as a surprise to councillors and the clerk was asked to contact SCC to determine why council had not been consulted. **Action: Clerk.**
    - viii) Horticultural Society re payment for walk leaflets. Clerk to write to them to outline cost after SCC grant taken into account. **Action: Clerk.**

- ix) Queens Diamond Jubilee Beacons. Clerk to forward to Horticultural Society to see if they may be interested. **Action: Clerk.**

Sent:

- i) Numerous emails.

- b) Parish online mapping.

The clerk said that he has been asked by SPCA to undertake training on this application on their behalf. If any councillors are interested they are welcome to attend.

- c) Finances.

- i) Financial statement as at 31<sup>st</sup> December 2011: Current a/c £3,769.61 (as at 25/11/11) Reserve a/c £17,911.05 (as at 26<sup>th</sup> Oct 2011).

- ii) Payments received: None

- iii) Payments to be made:

300379 Clerks salary £337.99 Expenses £74.38

300380 Eric Roy – web site training for clerk - £25.00

300381 LDC play equipment inspection - £55.20 inc VAT

300382 Benhill Press – walk leaflet printing – £716.00 (see item viii above)

Total Expenditure for December 2011 - £1208.57 inc VAT

It was proposed by Cllr. Gair and seconded by Cllr. Pritchard that the above accounts be paid. All in favour.

- d) Suggested 'new way of working'.

Cllr. Pritchard said he thought that any changes ought to be discussed by council first. The chairman said he thought council needed to tidy up the administration and that changes were fluid and could be adjusted if necessary. A member of the public asked that a draft agenda and minutes be distributed by email. Cllr. Gair said that this practise had been stopped several months ago. The clerk pointed out that this information was available on the web site and notice board. Cllr. Rothery said that use could be made of the board by the war memorial. The clerk undertook to use this. He said that the agenda for a meeting must be displayed three clear working days before a meeting. The chairman asked that a draft agenda be sent out with the notice of meeting to enable councillors to see what is proposed and enable them to add items by the set date. The clerk undertook to do this. **Action: Clerk.**

- e) Play Equipment Inspection Report – actions required

The clerk reminded council that the official report on the equipment provided by LDC had said that some bolts on the centre support of the swing needed replacing and that a hole needs to be drilled in the support, near the base, to allow water out. After some discussion it was agreed that Cllr. Pritchard would liase with Robert Gilmour to get the work done.

**Action: Cllr. Pritchard.**

## 6. County and District Councillors Reports.

Cllr. Pritchard wished everyone a happy New Year and thanked all those that helped with installing and lighting the Christmas tree. The clerk was asked to write to the donors of the tree to thank them. **Action: Clerk.**

## 7. Clerks Contract of Employment.

The chairman said that he and Cllrs. Gair and Pritchard had handled the appointment of the new clerk. A contract of employment had been drafted but subsequently a revised version had been issued from The Local Government Association and SPCA. He said he had liaised with Cllr. Gair and Pritchard over the amendment to the new contract and that all parties had agreed with its content and that they were happy for the document to be signed. It was proposed by Cllr. Gair and seconded by Cllr, Pritchard that the chairman signs the contract. All were in favour. The clerk then counter signed.

#### **8. Highway / Footpath issues including winter maintenance.**

Insurance - The clerk had read out, under correspondence received, an email from the councils insurers, Came and Co, saying that any parish council that undertakes snow and ice clearance work should be aware of the insurance implications. The chairman said that he is the winter maintenance coordinator for the parish council and asked the clerk to clarify with the insurers whether this role, being purely as a liaison officer, is also affected by their guidance. The parish council has no intention of physically moving snow or treating ice.

**Action: Clerk.**

Speed - The chairman said that Highways had concern about traffic speed on Alrewas Road and that they had undertaken to have speed monitoring equipment in place. Cllr. Rothery had spoken to the driver of the mobile speed camera van and he said that they had been instructed to site themselves in Alrewas Road more often. The clerk was asked to remind Highways that they said they would monitor the speeds.

**Action: Clerk.**

Traffic volumes - The chairman added that traffic off the A38 had been diverted through the village for four days before Christmas and that the parish council had not been informed. The clerk said he had checked with SCC Highways and was told that they did not know either. The A38 is maintained by Amey Highways on behalf of The Highways Agency and the work was due to be done in summer 2011 but was delayed. In the end it had to be done as an emergency so notification was not possible in this instance.

Road re-classifications – A radio report heard by the chairman and clerk indicated that Highway Authorities had been asked to review the classification of roads in their area. This was with a view to providing better information for use by satellite navigation software suppliers. The clerk said that roads are not only classed by number but also whether they are part of a primary or strategic route. The A513 is probably a primary route as it links towns. The chairman asked the clerk to contact SCC to ensure that the parish council is consulted if and when the county council undertakes their review.

**Action: Clerk.**

Speedwatch – Mr. Gilmour said that Safer Roads had not come back to him. He asked the clerk to contact him to discuss.

**Action: Clerk.**

#### **9. Budget / Precept Requirement for 2012 / 13.**

The clerk went through the expected expenditure for 2012/13 based upon this year's outlay. The projected income, assuming the precept remains unchanged would be £13.440 and the expenditure, assuming no major capital projects, would be £12.420. This would leave a surplus of £1,020. The chairman and Cllr. Pritchard said that there was communication from Government for councils to remain prudent and not to increase council taxes. Cllr. Pritchard said that even though the council has reserves, if a small increase is not made each year then it might mean a single large increase in future to fight off the effects of inflation eroding the precept. A proposal was put forward that the precept for the year 2012/13 remains the same. Proposed by Cllr. Rothery and seconded by Cllr. Gair. All were in favour. The clerk was asked to inform parishioners via the parish magazine. Possible items of future capital spend included the replacement of the existing slide in the playground and replacement of the boiler in the village hall. It was felt that these could be considered at a future meeting.

**10. Additions to Web Site.**

The clerk said that items of general public interest had now been added to the web site under a heading of Current Initiatives. This includes items of information sent to the council from SCC, the Health Authority and other public bodies.

**11. Review of Standing Orders.**

The chairman said that this item had been under discussion for several meetings and that it needed to be finalised. Copies had been distributed to all councillors and if there were no amendments he asked for a proposal that they be adopted. It was proposed by Cllr. Pritchard and seconded by Cllr. Rothery that the standing orders as presented were adopted. All were in favour. The clerk was asked to print off a copy and send to every councillor.

**Action: Clerk.**

**12. Wild Flower Meadow – Report from Cllr. Holland.**

Cllr. Holland said there was little he could report as the flowers were not evident due to it being winter. Once they are he will be better placed to make a recommendation. Cllr. Taylor highlighted that the hedge fronting the meadow had still not been cut. The clerk reminded council that a tree inspection was due this year. He was asked to contact Mr. Helliwell to ask him to undertake the work.

**Action: Clerk.**

**13. Councillors Reports (for information only).**

The clerk asked the chairman about storage of old council documents and said he had been told that there was no space in the village hall. He suggested that he was aware of storage at a neighbouring hall and that this may be available possibly at only a small fee or free. The chairman asked the clerk to determine exactly what items require storage and to decide if the space on offer is suitable.

**Action: Clerk.**

There being no further business the meeting closed at 10pm.

Signed ..... (Chairman) Date 8<sup>th</sup> February 2012.