

KINGS BROMLEY PARISH COUNCIL

Minutes of the meeting held on

Wednesday 11th April 2012 commencing at 7.45pm at Kings Bromley Village Hall.

Present: Cllr. G. C. Seddon (Chairman); Cllr. Mrs. M. K. Gair; Cllr. S. R. Browne (both arrived at 8.52pm); 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, Guy Allsopp, Ray Griffiths, Jonathan Nason.

Public Session: This took place between 7.45 and 8pm. Mr. Griffiths apologised for his conduct at the last meeting and continued by thanking the clerk for keeping the notice boards up to date and tidy. The chairman accepted his apology.

The main areas of discussion were: 1. Cllr. Pritchard said he had received a phone call from Michael Fabricant MP concerning the Localism Act giving powers to evaluate road classifications. This means that the A515 and A513 could be downgraded making them unsuitable for heavy lorries. The chairman said that this item would be discussed later under agenda item 8(i).

2. Mr. Nason said he appreciated that two councillors had recently attended a HS2 meeting at LDC and thanked them for going. He said that on the third Wednesday of each month commencing in May a HS2 action group meeting would take place in Kings Bromley Village Hall commencing at 7.45pm. He concluded by saying that surveyors had been seen working along the line of the proposed route.

1. Apologies for absence.

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 and said that Cllrs. Gair and Browne were not present because of their attendance at a HS2 meeting in Armitage. They would be back later if time allowed. He then apologised for the lack of heating in the room.

4. Minutes of the General Meeting held on 14th March 2012.

These had been distributed previously. It was proposed by Cllr. Gair and seconded by Cllr. Pritchard that the minutes be signed as a true record. All were in favour.

5. Clerks Report.

a) Correspondence / emails received.

- i) Planning for the environment at neighbourhood level. This was placed in the circulation file.
- ii) Kings Bromley United Charity – Report and accounts for APM. This will be read out at the open parish meeting.
- iii) Staffs and Stoke Joint Waste Core Strategy. This was placed in the circulation file.
- iv) Wildlife Trust – re wildflower meadow. To be discussed under item 13 on agenda.

- v) LDC – Neighbourhood planning meeting – 22nd May. The clerk said he has reserved two places and Cllrs. Holland and Rothery volunteered to attend. Clerk to inform LDC of names. **Action: Clerk.**

b) Finances.

Financial statement to 26th March 2012 –
Current A/c £295.07. Reserve A/c £17,911.06.

- i) Payments received. – none
- ii) Payments to be made.
300393 Clerks salary £337.99 and expenses £117.77 - Total £455.76
300394 SPCA subscriptions for 2012/13 - £331.65

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

- c) Items for Annual Parish Meeting agenda.
The Clerk said that it was traditional to provide refreshments at the meeting. Cllr. Rothery offered to attend to this and said she would bake 3 cakes and bring along tea and coffee. **Action: Cllr. Rothery.**
- d) Home working / electrical testing. The clerk has taken advice on this and the suggestion is that an agreement is signed between the clerk and council that identifies the risks and accepts them. Clerk to undertake risk assessment and bring to future meeting. **Action: Clerk.**
- e) Progression of clerk to next salary point. The clerk said his contract allowed progression subject to satisfactory performance and that he would then be on the top of his scale. The chairman said he was satisfied with the work done and asked council if they were also satisfied. It was proposed by Cllr. Holland and seconded by Cllr. Pritchard that the clerk receives an additional increment. All in favour.
- f) Appointment of Internal Auditor. The clerk has spoken on two occasions to Mrs. O'Brien who said she would relinquish the checking of the accounts. Tomkinson and Teal in Lichfield are happy to undertake the work and it is usual to give them a small gratuity equivalent to three bottles of wine for their work. This was agreed. The clerk was asked to write on the chairman's behalf, to Mrs. O'Brien to thank her for the work she has done over many years. **Action: Clerk.**
- g) Audit of Accounts for year to 31st March 2012. A copy of the summary sheet had previously been circulated. The clerk asked if there were any questions regarding these year-end figures. Three queries were raised. i) Legal fees at £774 – these were paid to Fisher German for the Leofric Close / BT wayleave. ii) The cost of emptying the litter / dog bins by LDC. The clerk thought that this cost was for 2 years but would check. iii) The amount of VAT and when it would be claimed. The clerk said it was normal to claim VAT after the financial year-end and he would be submitting a claim in the next few days. More frequent claims are made when a large expenditure has been incurred for example the play equipment.
- h) Review of changes to way of working. The clerk said that now six months had elapsed it was worth asking if the system was working to everyone's satisfaction. The only comment was that the circulation file was not circulating, as it should be, it was accepted that this was up to councillors. A suggestion was made that perhaps council could use Internet banking. The clerk said that as things stood, this was not permissible, as two signatures are required and the clerk cannot be one of them.

6. County and District Councillors Reports.

County Cllr. England was not present and had not sent a written report.
District Cllr. Pritchard had nothing to report at this time.

7. Neighbourhood Watch Report.

The chairman said he thought it had previously been agreed that the report would be written so that there were no inaccuracies or misinterpretations. Cllr. Pritchard said that a van parked opposite his home had tools stolen and that a car parked at the village hall had

its catalytic converter stolen. The clerk was asked to forward the neighbourhood watch report to the councillors and if possible, summaries for future meetings. **Action: Clerk.**

8. Highway and Footpaths.

i) Review of road classifications. The clerk said he had received an email from Cllr. Eagland enclosing a message from Michael Fabricant MP about the government's intention to reclassify certain roads. This was seen as an opportunity to downgrade the A515 and A513 to deter heavy lorries and get them to use the A38. The clerk said he had still not heard from Yoxall Parish Council about a meeting that they had suggested. Cllr. Pritchard thought that a meeting with Yoxall PC should be a priority and that he would speak to Michael Fabricant to ask him to attend a future council meeting. **Action: Cllr. Pritchard.**

ii) Speedwatch / speed issues. The chairman said he had not seen the camera van lately. The clerk was asked to contact SCC again. Cllr. Pritchard said there were potholes that had been painted and not filled and there was a broken kerb outside Cllr. Holland's house. Clerk to report these to Highways. **Action: Clerk.**

8.52pm – Cllrs. Gair and Browne arrived.

iii) Community Paths Initiative. Cllr. Rothery said she would walk the path that circumnavigates the east end of the village and report where stiles could be replaced by kissing gates. Clerk to send a plan to her. Any work will have to be 'match funded'. **Action: Clerk.**

iv) Leofric Close trees. These have been attended to.

v) A515 diversion. The works should be completed by the end of this week. Cllr. Browne said that the shuttle service had worked well and bus drivers were waiting for each other. The timetables posted had also helped. Cllr. Rothery pointed out that a road sign at Trent Bridge roundabout at Yoxall was spelt incorrectly saying Bromely. Clerk to report. **Action: Clerk.**

vi) Village entrance signs. The clerk read out an email received from Mr. Rayson at Highways stating that he was not in favour of planters. The clerk said in his letter to Mr. Rayson that no mention was made of planters. Mr. Rayson offered to meet council on site to discuss options and the clerk was asked to contact him to determine a suitable date. **Action: Clerk**

9. Best Kept Village entry 2012 – clean up day.

The clerk was asked to check with Mr. Howard on what day this will take place and to put a notice in the notice boards. **Action: Clerk.**

10. Queens Jubilee Celebration – Report by Cllr. Browne.

Cllr. Browne said there was not much to report. Mention will be made in two of the forthcoming parish magazines and in the Lichfield Mercury village section. He has received one new phone call and will collate a programme for distribution after the adverts have appeared. **Actions: Cllr. Browne.**

11. Gratuities.

It has been suggested that gratuities be made to three persons who have served the parish over the years. After some discussion it was felt that those suggested who were in public office should not receive a gratuity from public fund. If parishioners or councillors wanted to make a payment they could do so themselves. The clerk was asked to draft letters to be signed by the chairman to the persons involved. **Action: Clerk.**

12. HS2 latest.

Cllr. Browne reported that he and Cllr. Gair had been to the Armitage Community Forum this evening and that they now have all the contact information. All local villages were present along with local councils and the NFU. There were representatives from north and south of Lichfield. The chairman was for LDC. Items discussed were position of suggested viaduct and tunnels, compensation, mitigation, noise levels, frequency of trains and

economic benefits to local communities. Full minutes will be available soon. The chairman produced a map of the route and this was seen by council and discussed.

13. Wildflower meadow latest.

Cllr. Rothery said she had met on site with a representative from Staffordshire Wildlife Trust who had been most helpful. The clerk read out a letter subsequently received from them. It was suggested that the grass be cut between January and March and then again after the flowering season in mid July with an optional third cut in late August. The clerk was asked to determine whether this area is cut and how often. Cllr. Holland reminded the meeting that the old damaged sign was still in place and suggested a new one be ordered with perhaps drawings of the plants present and a description. Cllr. Rothery said she could find out about a suitable sign maker. The clerk was asked to add this item to the next agenda.

Action: Cllr. Rothery and Clerk.

14. Councillors Reports (for information only).

None

There being no further business the meeting closed at 9.30pm.

Signed (Chairman) Date 9th May 2012.