

**KINGS BROMLEY PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Wednesday, 14<sup>th</sup> January, 2009, at 7.30pm in**  
**Kings Bromley Village Hall**

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

**In attendance:** Mrs S Buxton (Clerk); Mr Barry Holland (Training Officer from the SPCA);  
Sgt Dave Holroyd (LPU Sargeant)

Barry Holland gave a presentation on Quality Council Status and then took part in a discussion with council members.

To achieve quality status, a parish council has to meet certain criteria. Evidence has to be compiled and presented to the accreditation panel and it lasts for 4 years. It benefits the community and the local authority as it shows the council is doing a good job, and these benefits were outlined. The requirements for quality status were covered and it was stressed that the portfolio is a very detailed document which has to be put together as a team effort by the council.

Is quality status compulsory? – there is no such legislation at present. The Power of Well Being which came into effect on 1<sup>st</sup> January, 2009 and is being formally launched on 7<sup>th</sup> February, 2009, is an optional power which parish councils will be able to use if they meet certain criteria. The power will allow councils to do more in their local communities.

What is the purpose of quality council status? – shows achievement that you have reached a required standard. The council will gain respect from the local authority and you will know you are doing a good job.

Barry concluded by stating that if the council wanted any further information they should contact him and he left the portfolio folder with the clerk

The chairman thanked Barry Holland for his presentation.

Other items raised during the public session:-

- **Police**

Sgt Dave Holroyd introduced himself .

Since the December meeting, only one crime has been reported in the five week period and there has been one incident of anti social behaviour. There is to be an event later this month about which concern was expressed by some residents with regards to the notice which has come round through Neighbourhood Watch and the police. It is felt that it has presented a negative picture as the existing co-ordinators were not consulted.

Sgt Holroyd noted the comments and stated that no offence had been intended to existing co-ordinators

- **Speedwatch** – they are desperately trying to do some monitoring, but there are only two operators, and no more volunteers or training are forthcoming.

**3567. Apologies**

Cllr Mrs Janet Eagland

### 3586. Declaration of Interests

Cllr Mrs Jarman – the War Memorial and Social Services

### 3587. Minutes of the last meeting

**Agreed** that the minutes of the meeting held on 10<sup>th</sup> December, 2008 be signed as a true and correct after the amendment of minute number 3572 ii to read:-

*“Invitation to new year at Buddhist Temple – the temple has invited all residents of Kings Bromley to a dedicated new year celebration on Sunday, 4<sup>th</sup> January, 2009 for the village only”*

### 3588. Report of the Clerk

i. **Summer Play Scheme** – the clerk reported that LDC had contacted her to request a replacement cheque in respect of the 2008 summer play scheme as the original cheque had been mislaid but has now been found but is out of date.

**Agreed** that a new cheque should be issued

The clerk also reported that LDC had informed her that the scheme in Kings Bromley 2008 had been very poorly supported and they would supply further details shortly

ii. **Christmas Lights** – the clerk reported that in her role as clerk to another parish council she had been asked to submit a return for the installation of Christmas lights, detailing number of lights, wattage of bulbs and operational hours, so that a bill can be issued for the estimated electricity cost

**Agreed** that the clerk should supply this information for Kings Bromley’s Christmas lights as well

### 3589. Quality Parish Council Scheme and Power of Wellbeing

Councillors expressed concern that it is a government initiative that offers questionable benefits to parishes like Kings Bromley. It seems to be quite a costly process which has to be paid for every four years by the residents of the village and which appears to raise funds for the SPCA.

**Agreed** to carry forward for discussion at a future meeting after councillors have had a chance to read the booklet fully and the clerk can report on the re-accreditation application she is working on at her other parish council

### 3590. Finance

i. **Accounts for Payment**

**Agreed** that the following payments be made:-

#### Accounts for Payment

Vch/Chq	Payee	Amount	Details	Powers
1/300082	S Buxton	332.77	Salary Dec 08	LGA 1972 s.112(2)
		26.00	Office costs Dec 08	LG(FP)A 1963 s.5
		4.48	Taxable travel exps Dec 08	LG(FP)A 1963 s.5
41/300083	S Buxton	10.08	Travel exps Dec 08	LG(FP)A 1963 s.5
		83.50	50% of SLCC and ILCM Subs 09	LGA 1972 s.143
41/300084	SCC	69.04	Pension contributions Dec 08	LGA 1972 s.112(2)
42/300085	MH & S Buxton	72.18	Photocopying Oct – Dec 08	LG(FP)A 1963 s.5
43/300086	KB Parish News	5.00	Subscription for Parish Magazine	LGA 1972 s.143
44/300087	LDC	120.00	Re-issue of cheq from May 08 for donation to summer play scheme	LGA 1972 s.137
	<b>TOTAL</b>	<b>723.05</b>		

ii. **Receipts**

The following receipt was noted

**Record of monies received**

From	Amount	Details
AB Parish Council	31.25	Contribution to training in summer 2008
<b>TOTAL</b>	<b>31.25</b>	

iii. **Finance report to 31<sup>st</sup> December, 2008**

The report to 31<sup>st</sup> December, 2008 was considered. The clerk reported that based on levels of receipts and payments for the first 9 months of the year and expected activity for the remainder of the year, she anticipated that receipts would at least achieve the budgeted level and payments would be under budget by between £1,000 and £2,000

iv. **Budget 2009/10**

**Agreed** that the budget prepared by the clerk be adopted for the year 2009/10 but that the precept should not increase from last year's figure, leaving the balance of £420 should be taken from reserves. This was proposed by Cllr Browne and seconded by Cllr Seddon

**Agreed** that the parish council budget for 2009/10 should be as follows:-

**RECEIPTS**

Precept	12,880
Interest on investments	25
Miscellaneous	280
VAT refund	150
	13,335
To be taken from reserves	420
<b>TOTAL RECEIPTS</b>	<b>13,755</b>

**PAYMENTS**

**General Administration**

Clerk's salary and pension	4,885
Insurance	1,230
Provision of office and equipment by clerk	318
Petty cash, copying, postage, stationery, phone	775
Publications	50
Room Hire	208
Subscriptions	460
Training	200
Travel expenses	200
Audit	150
<b>Total general administration</b>	<b>8,476</b>

## Running Costs

Church clock	180	
Village Hall Shrub maintenance	55	
Emptying litter bin (x1)	54	
Emptying dog bins (x3)	320	
Grasscutting	1,680	
War Memorial maintenance	100	
Play equipment inspection	43	
Donation to supply of bedding plants	65	
Donation to churchyard maintenance	250	
Tree works/inspection	150	
General repair provision	200	
<b>Total running costs</b>		3,097
<b>S137 payments</b>		
RBL poppy wreath	21	
Donation to LDC play scheme	120	
<b>Total S137 payments</b>		141
<b>Miscellaneous</b>		
BKV competition	83	
Donation to John Taylor High School presentation	25	
SPCA lunches for AGM	31	
Website	135	
<b>Total miscellaneous</b>		274
<b>Unallocated balance</b>		207
<b>VAT</b>		1,560
<b>TOTAL PAYMENTS</b>		<b>13,755</b>

v. **Horticultural Society – offer to provide support to a community project**

The council discussed this offer.

**Agreed** that as there is no firm project planned at present did not have a specific request. The council would still like to consider adding to the play equipment to the rear of the Village Hall later this year, subject to the obtaining of grant aid, and asked the clerk to approach the Horticultural Society to see if this offer could be considered at a later date when the play equipment project is looked at

vi. **Clerk's Training**

**Agreed** that the council would provide financial support to the clerk by meeting 50% of the cost of her attendance at the SLCC 2 day Practitioners' Conference at Stoke in February and two evening training sessions run by the SPCA covering VAT and the New Planning Environment, at a total cost of £80. This was proposed by Cllr Mrs Jarman and seconded by Cllr Browne

vii. **Grasscutting contract 2009/10** – two years ago the council did not place a formal advert in the Lichfield Mercury, but simply wrote to all contractors who had expressed an interest two years prior.

**Agreed** that the clerk would send details to the existing contractor, any known contractors in the village, Lichfield District Council and would put details on the noticeboards

## 3591. Correspondence and Items for Information

i. **Email from Mrs Crittenden** – re: re-discussion of planning application for Manor Croft 27

**Agreed** that this should be dealt with by the planning advisory committee

- ii. **Communities and Local Government – Communities in Control: Real people, real power – Code of recommended practice on local authority publicity – a consultation**  
**Agreed** that the clerk will report on this to the February meeting
- iii. **Community Council** – Diary of village events and festivals  
**Agreed** that the clerk would submit details of the Kings Bromley Show
- iv. **Review of Clerk’s Correspondence Report** – there were no further items which members wished to discuss.

### 3592.Highways and Signs

- i. **Entrance to Leofric Close** – the clerk reported that she had queried the very high costs reported to the last meeting, and SCC had informed her that the box above ground is still used by BT and that the quoted costs covered the moving of all facilities to underground and the removal of the island to form a wider entrance to Leofric Close  
**Agreed** that the cost was prohibitive and that the project would have to be shelved and that the clerk would make residents aware of the outcome of the council’s investigations into this project
- ii. **Victoria Meadow/Meadows?** – a letter has been received from LDC stating that a new name plate will be installed reading “Victoria Meadows” as an insufficient number of residents supported the name change to Victoria Meadow  
**Agreed** that the clerk would forward a copy of the letter to Mr Atwell for information
- iii. **Community Gangs**  
**Agreed** that the council would put forward the flooding in Crawley Lane outside Boundary Lodge and Crawley View for investigation
- iv. **Fradley Park Meeting** – the clerk reported on her discussions with Alrewas, Fradley and Streethay Parish Council, and their wish that the next meeting should be limited solely to Fradley councillors, operators on Fradley Park and SCC/Highways Agency as the sole purpose of the meeting was to get the operators to sign up to the travel plans. The plans aim to target the level of commuter traffic and ways this can be reduced by car sharing and public transport initiatives. Cllr Pritchard had spoke to Cllr Wilcox, the chairman of Alrewas, Fradley and Streethay Parish Council who had coveyed the same points. Cllr Browne expressed concern that representatives from Kings Bromley have attended every meeting and traffic decisions in Fradley do impact on Kings Bromley  
**Agreed** to express disappointment that they would not be able to attend the next meeting and the hope that they will be welcome to attend future meetings and to request a copy of the minutes from the next meeting

- v. **Yoxall Road Hedge** – a letter has been received from 3 households on Yoxall Road regarding the hedge. They oppose the laying of the hedge, but accept that it is necessary to ensure its long term survival, but would only be happy for this work to take place if the whole hedge is laid up to the pumping station. The clerk has spoken to SCC who had initially refused Mr Baker's request to have the hedge laid, as when they had consulted about three years previously, all the residents objected. Mr Baker then complained to the ombudsman and SCC decided to consult the county councillor and the parish council. SCC would be happy either way, laying the hedge or leaving it, but could not confirm if it was their hedge all the way to the pumping station. This is not really a parish council matter and the parish council has only become involved due to an impasse being reached and SCC asking for the assistance of the parish council in reaching agreement between the affected residents. SCC still has to provide an explanation to the ombudsman on the outcome of this complaint.  
**Agreed** that the clerk ask SCC to confirm how far their hedge extends and arrange a site meeting between all residents of Yoxall Road, Cllr Pritchard and an office from SCC to agree a course of action.
- vi. **Build out cones** – at least two of the bollards on Alrewas Road are either damaged or fitted then wrong way round.  
**Agreed** the clerk will investigate the state of the bollards and then report the matter to SCC

**3593. War Memorial** – Cllr Pritchard has discussed the issue with both Simon Cooper and Mr Jarman. Mr Cooper has completed all the work when the renovation of the War Memorial took place. Soil has appeared on top of the gravel due to it being splashed over the gravel by cars passing by, particularly in wet weather. The weeds have appeared because some weeds happily grow on a gravelly surface.  
**Agreed** that in the spring Mr Jarman will apply a suitable weedkiller, supplied by Cllr Pritchard over the gravelled area

**3594. Freedom of Information Act**

The council's existing Publication Scheme adopted in 2003 ceased to exist with effect from 31<sup>st</sup> December, 2008 and councils were deemed to have adopted the new model scheme from 1<sup>st</sup> January, 2009, if they had not done otherwise.

**Agreed** the clerk will present the new model scheme to the February meeting of the council for formal ratification

The clerk also informed the council that they should be registered as a data handler and she understands that this attracts a small annual fee

**Agreed** that the clerk should make the necessary arrangements to register the council as a data handler with the Information Commissioner as a matter of urgency

**3595. Village Hall**

Cllr Browne reported that the committee are seeking a small group of people to run the village hall

**3596. Village Shop**

The introductory meeting will take place at 7.30 pm on Thursday, 22<sup>nd</sup> January, 2009, in the Village Hall. Cllr Mrs Gair, as vice chairman of the parish council has agreed to chair the inaugural meeting and the clerk will take notes. If it is the decision of the meeting that they do wish to pursue the project further it will be necessary to appoint a steering group with officers at that meeting

### 3597. Social Services – Changing Lives

Cllr Mrs Jarman reported that the day centre users had enjoyed their Christmas celebrations and that transport problems still exist

### 3598. Lichfield District Council

- i. **Conservation Area Appraisal** – the clerk reported that LDC are intending to publish the appraisal of the conservation area early in the new year
- ii. **Site for textile bank** – LDC has approached parish councils to see if they have any suitable sites for the locating of a textile bank. The council felt this was unnecessary as textiles can be taken away with the normal recycling and the council has no suitable land either.

### 3599. Staffordshire County Council

- i. **Local Bus Services** – the clerk has received notification of a consultation regarding a review of the level of bus services in Kings Bromley. The deadline for comments is end of January and it is hoped the review will be completed by the end of Juen and the revised services introduced in September 2009.

The proposal for Kings Bromley is as follows:-

<b>Day</b>	<b>Existing service</b>	<b>Target service</b>
Monday to Saturday day time	Hourly	6 return journeys
Monday to Saturday evening time	4 return journeys	2 return journeys
Sunday	4 return journeys	3 return journeys

**Agreed** that the parish council believes that the existing level of service is appropriate to Kings Bromley and should be maintained. Any reduction in service level will result in the loss of an important service to those who rely on the buses.

**Agreed** that concern should also be expressed regarding the number of buses which are currently cancelled without notice, which causes a great deal of inconvenience to users and means the service is at times unreliable

**Agreed** that the council query why the timetable has been revised recently with no notification that these changes were being introduced

### 3600. SPCA

- i. **Training** – the training schedule circulated to members was noted

### 3601. Review of Items for Future Meetings

- i. Financial Regulations
- ii. Review of Standing Orders
- iii. Valuation of Chairman's Chain of Office
- iv. New map on wall at Lichfield Road
- v. Review of Parish Plan
- vi. Website
- vii. Quality Parish Status

### 3602. Date of Next Meeting

**Agreed** that the next meeting of the parish council will take place on Wednesday, 11<sup>th</sup> February, 2009 – 7.45 pm at the Village Hall, Alrewas Road, Kings Bromley.

There being no other business the chairman closed the meeting at 9.30pm