

KINGS BROMLEY PARISH COUNCIL

Minutes of the Annual Meeting held on

Wednesday 10th May 2017 commencing at 7.45pm at Kings Bromley Village Hall.

Note – corrections to these minutes will be recorded in the minutes for the following month.

Present: Cllrs. A. Howard (Chairman); Mrs. M. Gair; S. Browne; N. Lee; C. Cole. Mrs. J. Higgins;
District Cllr. T. Marshall.

In attendance: Mr. I. Colclough (Clerk). Members of the public present: Ray Griffiths, Barry Stoney,
D. T. Cliffe.

Public Session: No members of the public wished to speak.

1. **Election of Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. S. Browne proposed that Cllr. Howard be elected. This was seconded by Cllr. Gair.
Cllr. Howard indicated his willingness to stand. No other proposals were made. All were in favour and Cllr. Howard was duly elected as chairman for the next twelve months.
2. **Election of Vice Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. S. Browne proposed that Cllr. Gair be elected. This was seconded by Cllr. Higgins. Cllr. Gair indicated her willingness to stand. No other proposals were made. All were in favour and Cllr. Gair was duly elected as vice chairman for the next twelve months.
3. **Apologies and approval of absence.**
Cllr. I. Pritchard (recuperating following operation); County and District Cllr. M. Tittley;
District Cllr. R. Cox.
4. **a) in accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interest in items on this agenda.**
Cllr. Browne on item 9.
b) Clerk to report any written requests for dispensations in respect of items on this agenda. None received.
5. **To resolve that the minutes of the Kings Bromley Parish Council General Meeting held on 12th April 2017 are a correct record.**
These had been distributed previously. It was pointed out that in item 7 CH2M Hill had withdrawn and that the line making reference to them should be struck out. This was agreed and the minutes amended accordingly. With this amendment made it was proposed by Cllr. Cole and seconded by Cllr. Gair that the minutes are signed as a true record of the meeting. All were in favour.
6. **Clerks Report.**
 - a) **To consider correspondence received.**
 - i) SPCA news – several issues. Placed in circulation file.
 - ii) Letter – Grant Thornton – audit papers. The clerk said the audit had been returned from Tomkinson and Teal and that he now had to complete the external audit papers.
 - iii) Advice from LDC – precept - £13,491.00.
 - iv) Email from resident concerning possible new footway between Newton Lane and the village centre. After discussion it was felt that buyers of the new houses knew there was no footway and so do not expect one. Cllr. Lee (footpath officer) said he would draft a letter and send to the clerk for distribution to the resident. **Actions: Cllr. Lee and Clerk.**
 - v) Email from Community Council of Staffs re village of the year. After discussion it was felt that we should not enter this.
 - b) **Finance.**
 - i) Financial Statement. As of today - the current account stands at £11,091.91 and the reserve account at £11,778.42
 - ii) Payments Received. None.

- iii) To authorise payments. a) Clerks Salary, expenses and income tax – total £529.90 (including postage stamps) b) SPCA subscription - £306.00. c) R. B. Hayward – grass cutting – £288.00 e) A. Howard – flyer printing - £26.16 f) Mark Hawley – fitting of defibrillator - £50.00 g) Ian Colclough – gratuity of wine to internal auditor - £20.12. h) Ian Colclough – best kept village prizes – Amazon vouchers - £126.00 i) ICO subscription - £35.00.

It was proposed by Cllr. Lee and seconded by Cllr. Gair that the above invoices are paid. All were in favour.

- c) **Review of internal auditors report.** The auditor had made no comments on the accounts.
- d) **Signing of the annual governance statement.** This was undertaken at the April meeting.
- e) **Signing of section 2 of the audit return – accounting statement.** The chairman signed the statement.
- f) **Internal auditor gratuity.** The clerk had already purchased this and delivered to Tomkinson and Teal.
- g) **To consider insurance quotes for the next 12 months of cover.** The clerk read out quotes received from the council's broker, Came and Co. After deliberation it was proposed by Cllr. Gair and seconded by Cllr. Higgins that the lowest quote be accepted. This was based upon the same level of cover as is currently held. An option to take 3 years of cover with a 5% discount was declined. All were in favour.

7. To receive oral / written reports from County and District Councillors.

Cllr. Marshall said that the new Co Op was proving popular. He has spoken to a local resident about light pollution from the car park lights and hopes that the shop will provide baffles to prevent stray light from entering neighbouring gardens. The local planning officer is looking in to this.

8. To consider new and on-going highway and footpath matters.

a) **Highways updates. (i) Transport and Community Forum.** Cllr. Browne said that work to get a weight restriction was on-going. The latest meeting was a week ago. A traffic count survey will be undertaken at three locations. Hope to have results by 22nd June but if not then by the end of July at the latest. If they are not successful then he has asked for a right of appeal and to present to the full county council. Yoxall Action Group has submitted a FOI request. In future an option may be to make a presentation to all the main hauliers on Fradley Park. **(ii) A38 Diversion.** Highways England news of dates and diversion is now on the web site. **(iii) Request for a speed camera.** No further progress. It is hoped that Cllr. Tittley will continue to apply pressure. The request is believed to be in the hands of the police at present. **(iii) To consider providing parking at a suitable location in the village.** Cllr. Higgins again highlighted the lack of parking around the village and said that with the loss of the pub car park and increased car usage it was inevitable that residents would have to park on the road outside their homes. She asked if the parish council could look at providing a parking area. After discussion it was felt that this was outside the remit of the council as it held no suitable land and the cost (£7000 per space) was prohibitive. She said that the Theatre Group had disbanded because there was no suitable parking and nowhere for the coach to pick up. The application for parking at the rear of the Alms houses had also been rejected.

b) **Footpaths / footways.** See correspondence above and email from local resident regarding new footway. LDC has sent an email regarding changes to the register of footpaths – these can be seen at LDC offices or Tamworth library. Letter passed to Cllr. Lee. The offer of a grant towards equipment from SCC was declined as it was felt the council already had enough.

9. To receive an update on HS2.

Cllr. Browne said an exploratory archaeological survey was to be undertaken next to the A515. Questions about borrow pits are being ignored. Road closures are now the main concern especially Common Lane and Shaw Lane. He will be compiling a letter along with the clerk ready for submission to Highways regarding traffic issues associated with the proposals.

Actions: Cllr. Browne and Clerk.

10. **To receive updates on (i) War Memorial grant application.** More information has been requested. The council needs to know what 'approved contractor' will charge for the work so that a decision can be taken as to whether to simply have the repairs undertaken by the council. **(ii) Installation of a defibrillator.** 14 are due to attend for training on 20th May. **(iii) Purchase of the BT phone box.** Still no reply from BT. **(iv) Centenary Fields initiative.** Clerk said that a copy of the lease had been sent to the CF team and they had returned same saying that they will now progress the application. **(v) Village hall improvements and new bank account.** The clerk said he had not had the account application papers returned by the Co Op Bank. It was decided to approach Barclays. Cllr. Browne to speak with them. **Action: Cllr. Browne. (vi) Registering the local public house as an asset of community value.** A new set of forms has been sent by LDC. Clerk to complete. **Action: Cllr. Clerk.**
11. **To consider the possible closure of the minor injuries unit at Lichfield Hospital.** The Lichfield Mercury asked if the council would complete a petition but it would appear that things had moved on and that the hospitals future was secure at present. Chairman to investigate and report. **Action: Cllr. Howard.**
12. **To consider Councillor Reports - for information only.**
 Cllr. Lee reminded the meeting that a trophy had been promised for literacy at John Taylor School. It was proposed by Cllr. Howard and seconded by Cllr. Higgins that £150 be made available to cover the purchase and provide a prize. All in favour. Cllr. Lee to action. **Action: Cllr. Lee.**
 Cllr. Howard has received an invitation to the Civic Service at Lichfield on 25th June and asked if anyone else could attend as he could not. No one was available.
 Cllr. Browne asked about the prize presentation to the children for the BKV poster competition. Cllr. Higgins offered to arrange a date and attend. **Action: Cllr. Higgins.** Clerk to take prizes to her home. **Action: Clerk.**

There being no further business the main meeting closed at 9.20pm.

Signed (Chairman) Date 14th June 2017.