

KINGS BROMLEY PARISH COUNCIL

DRAFT Minutes of the General Meeting held on

Wednesday 11th January 2018 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); C. Cole; Mrs. J. Higgins; N. Lee;
Mrs. M. Gair; I. Pritchard; Cllrs. S. Browne; County and Dist. Cllr. M. Tittley.

In attendance: Mr. I. Colclough (Clerk). Five members of the public were present.

Public Session: The chairman asked if any members of the public wished to speak at this point. A representative from HS2 said that local ecology and utility diversion surveys were being undertaken locally. A representative from Western Power Distribution said that 17 pylons were being taken down and cables laid underground in the Lichfield, Curborough and A515 area. There will be no interruption to supply and no works traffic will approach the site from the Kings Bromley direction. The pylons nearest to Kings Bromley are not affected at this stage and are the responsibility of National Grid. Comment was made that Liz Davies of Hs2 had said she would attend every parish meeting but had now not appeared at the last two. A HS2 flier was presented and the clerk asked to post on the web site and notice boards. **Action: Clerk.** The chairman thanked the two representatives for attending.

1. **Apologies and approval of absence.**
District Cllrs. R. Cox; T. Marshall.
2. **a) In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interest in items on this agenda.**
Cllrs. S. Browne on item 7 – HS2.
b) Clerk to report any written requests for dispensations in respect of items on this agenda. None received.
3. **To resolve that the minutes of the Kings Bromley Parish Council General Meeting held on 13th December 2017 are a correct record.**
These had been distributed previously. The clerk said there were two typographical errors concerning dates on items 4 a viii and item 4 b v. These were amended and initialled by the chairman. With these amendments made it was proposed by Cllr. Cole and seconded by Cllr. Gair that the minutes are signed as a true record. All were in favour.
4. **Clerks Report.**
 - a) **To consider correspondence received.**
 - i) SPCA news – several issues. Placed in circulation file.
 - ii) Quote – replacement of cradle swing seat - £135.63 inc vat. It was decided to make this repair in the next financial year. Cllr. Browne asked if this was jeopardising the councils insurance. The clerk said that the inspection report only suggested the seat is replaced.
 - iii) Letter from NALC re Data Protection Officer. Item 4 b vi on agenda.
 - iv) Quote from CPR re checking of building regulation drawings and compliance checks including Fire and Rescue service - £426 inc vat. After discussion it was decided not to have the drawings checked until after the public presentation of the plans in case changes are required.
 - v) Quote – LDC Building Control – as above - £498 inc vat.
 - vi) SLCC – Guidance Notes for Transparency fund application. The clerk said he had made a financial application to cover work done to date and the purchase of a dedicated laptop. He has been told that a grant of £972 should be forthcoming.

- vii) Letter from the parish internal auditor, Tomkinson and Teal indicating their willingness to continue with the audit subject to them having more details of the new processes. Clerk to write back to them. **Action: Clerk.**
- b) Finance.**
- i) Financial Statement. As of 4/1/18 - the current account stands at £4,209.07 and the reserve account at £9,233.27.
 - ii) Payments Received. None.
 - iii) To authorise payments. a) Clerks Salary, expenses and income tax inc. postage stamps when required – total £526.44 b) LDC – Annual play inspection and report - £56.50 plus vat. (iii) Ian Colclough – clerk – purchase of additional stamps - £16.80 (iv) John Keates Design – village hall plans - £950.00. A question was asked regarding the £1,200 grant received from Cllr. Tittley. The clerk said that he needed to inform SCC where the sum had been spent. £950 was allocated to the plan preparation and it was suggested that the remainder is allocated towards the checking of the drawings. Clerk to return relevant form to SCC. **Action: Clerk.** It was proposed by Cllr. Gair and seconded by Cllr. Browne that the above invoices are paid. All were in favour. Cllr. Cole reminded the meeting that the defibrillator batter will need replacing soon at a cost of around £56.
 - iv) Chairman to sign LDC forms authorising a 25% Band D increase in the precept for 2018 / 19. It was suggested that the reasons for this large increase are posted on the web site. Clerk to draft and pass to chairman for approval. **Action: Clerk.** The parish precept claimed for 2018/19 will be £15,665.
 - v) Audit arrangements 2018/19 – update. Covered under 4 a vii above.
 - vi) General Data Protection Regulations – update. Information had been circulated previously. The clerk said he still awaited further guidance. It was felt that for a small council such as Kings Bromley the demands of the new legislation should be manageable.
 - vii) Annual playground inspection report – update. Covered in 4 a ii above.
 - viii) End of Quarter 3 accounts summary – distributed previously. The clerk ran over the estimated figures. No questions were forthcoming. He said he still awaited a VAT refund of £2130.

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

Cllr. Tittley said that due to the holiday break there was little to report. He reiterated the position regarding bus services and answered questions from Councillors regarding school buses. The chairman thanked Cllr. Tittley for his report.

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

a) Highways updates. (i) Transport and Community Forum – weight restriction update if any. There have been no further meetings and no additional news. **(ii) Speed indicator device purchase - update.** The clerk said he had no replies yet from adjacent parishes. Cllr. Howard has met with a parishioner regarding a complaint he has made about the parish council to the Secretary of State. After the discussion he has withdrawn his complaint but has stated that he is prepared to purchase his own speed indicator device to be located outside his home on a permanent basis. He will need County Council approval and this is out of the parishes hands. Cllr. Lee asked about the Speed Watch initiative. It was decided to see if any residents are interested in this. Clerk to put notice on web site. **Action: Clerk. (iii) Other highway issues if any.** None raised.

b) Footpaths / footway issues if any. The damaged dog waste bin just off Crawley Lane has been re-erected at no cost. Thanks to Cllr. Pritchard and LDC.

7. To receive an update on HS2. Cllr. Cole said that a meeting is to be held soon with Sarah Mallen from SCC to discuss proposals tabled at the last meeting. There is also to be a joint meeting with Alrewas Parish Council. Liz Davies (HS2) is due to come back with dates regarding the Hybrid Bill and petitioning. He said it was very important that Ms. Davies attends the next parish council meeting. Cllr. Browne added that there will be a drop-in surgery on 1st

March at the village hall where both phases will be under discussion. Clerk to post notice in parish magazine and web site. **Action: Clerk.** The Common Lane proposal is being looked at favourably but is unlikely to be resolved before petitioning commences. It was felt that the parish council will have to petition on phase 2.

8. **To receive updates on (i) Centenary Fields update.** The clerk said he had contacted the FIT organisation and was told that the legal documents were now with their lawyers.
(iii) Village hall refurbishment update. The chairman said that so far there was a commitment of £17,200 to the fund. The working group reported that they are due to meet again on 22nd January. A dummy cheque presentation from the Show Society and Women's Institute was held earlier today. The chairman said a list of donors will be published for display on the display boards.

9. **To consider Councillor reports – for information only.**
Cllr. Howard asked about the Historians placing their information on the parish's web site. Cllr. Cole thought it a good idea and perhaps would encourage other village organisations to do the same thereby increasing the sites use. Cllr. Browne asked what was happening with Lichfield library. It has relocated and will be ready by July. Cllr. Lee said that the old BT phone box is receiving attention with the ivy being cut back, the box steam cleaned and the windows will be sealed by a parishioner shortly. It will then be painted. Cllr. Cole made a vote of thanks to Cllr. Pritchard for organising the erection of the Christmas tree (and its removal with Cllr. Browne.)

There being no further business the main meeting closed at 9.15pm.

Signed (Chairman) Date 14th February 2018.