

KINGS BROMLEY PARISH COUNCIL

Minutes of the General Meeting held on

Wednesday 14th March 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; S. Browne; N. Lee; I. Pritchard. County and Dist. Cllr. M. Tittley; Dist. Cllr. R. Cox.

In attendance: Mr. I. Colclough (Clerk). 11 members of the public were present along with 2 members of Staffordshire Police.

Public Session: The chairman asked if any members of the public wished to speak at this point or to wait until item 4. They agreed to wait.

1. **Apologies and approval of absence.**
Cllrs. Mrs. M. Gair; (holiday); District Cllr. 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 14th February 2018 are a correct record.**
These had been distributed previously. One error in the minutes was recorded. Item 4 line 9 should have read Cllr. Browne not Cllrs. Browne and Lee. With this amendment made and initialled by the chairman, it was proposed by Cllr. Higgins and seconded by Cllr. Browne that the minutes are signed as a true record. All were in favour.
4. **To consider options around the security of businesses and public buildings in the parish.**
A background was given by the chairman who stated that there had been a spate of crime in the parish with 3 break-ins at the Co Op store, 2 at the Village Hall and 1 at the public house. The 2 local police officers were invited to report. Criminals had been apprehended for some of the crimes. The police are working with those affected to improve security. Reassurance has been given to those affected particularly during the armed incident. Not too much detail on security measures was given for obvious reasons. Those affected said they were happy with the police responses. The Crime Prevention Unit has been involved along with the forensic team. Police cadets will be patrolling the area and new PCSO's are about to be appointed. Suggestions around the installation of cameras were discussed and will be included on the next agenda. It was felt that the posting of the crimes on local social media so soon after the incidents was not helpful and the chairman said he will contact those concerned to suggest they refrain from such activity for a few days to enable the police to do their duty. In summary the chairman said that 1. There will be cadets and specials in the area 2. He will speak to the editor of the local social media site 3. The Co Op will be taking additional security measures and 4 that alternatives technological solutions will also be investigated. He then thanked the police officers and the public for attending. They all left the meeting.
5. **Clerks Report.**
 - a) **To consider correspondence received.**
 - i) SPCA news – several issues. Placed in circulation file.
 - ii) Letter from Tomkinson and Teal re internal audit. The clerk said that they were happy to undertake the internal audit but had requested more paperwork which he will provide.
 - iii) Audit forms for 2018/19. These were similar to those issued in previous years.

iv) Invoice Eric Roy – web site hosting and maintenance. It was agreed to continue with his services. Proposed by Cllr. Cole and seconded by Cllr. Browne. All in favour.

v) Email from LDC re quote for new dog waste bin. Clerk to contact Cllr. Gair to discuss suitable location and report to next meeting. **Action: Clerk and Cllr. Gair.**

vi) Information from SCC regarding the Data Protection service. Item 5b iv on agenda.

vii) Flier re safeguarding – children and adults policy – place in circulation file.

viii) Remittance advice from HRMC re VAT refund.

ix) Email from resident re responses by the parish council over planning matters. After discussion it was felt that the failure of the parish council to respond when it feels there are no issues or comments to make on a particular application is satisfactory.

b) Finance.

i) Financial Statement. As of 26/2/18 - the current account stands at £5,418.10 and the reserve account at £9,233.27.

ii) Payments Received. £280 Village Hall contribution to grass cutting. £962.09 Transparency fund grant. £2,130.45 VAT refund from last year.

iii) To authorise payments. a) Clerks Salary, expenses and income tax inc. postage stamps when required – total £538.28 b) Village Hall hire - £54.50 c) Staffs Parish Councils Assoc subscription - £306.00 d) Allan Howard – printing costs - £6.00 inc vat e) Eric Roy – web site hosting and administration - £130.00 f) Land Registry fees for Fields in Trust - £80.00 g) Campaign for the Protection of Rural England subscription - £36.00 h) Charles Cole – HS2 document registration - £22.08. This could be reclaimed from SCC fund. Clerk to arrange. **Action: Clerk.**

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

iv) To consider entering into a service level agreement with SCC regarding Data Protection services. (Information circulated previously). The clerk said contradictory advice was being received as to whether a clerk could be the data protection officer and that he recommended waiting until the next meeting to take a decision as more information may be available by then. This was agreed.

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

Cllr. Cox said there was little to report. The chairman said he had been made aware of a noise complaint regarding the Temple and Cllr. Cox would liaise with Cllr. Marshall to discover the outcome if any. Cllr. Pritchard informed the meeting that LDC was compiling a list of grade 2 buildings that were at risk. This included the Manor Park boundary wall fronting the A515 and a property in Alrewas Road.

Cllr. Tittley reported that he has received his highways budget for this coming year and assured the meeting that funds were available to undertake the limited weight restriction proposals on the A515 and all those on the A513. More will be known after the Transport Forum tomorrow. He is also speaking with the police about the overnight parking of lorries in the lay bys to the north of the village.

The chairman thanked the two councillors for their reports.

7. To receive an update on HS2. Cllr. Cole said that the petition had been submitted and that the committee dealing with petitions will not meet until after Easter. There are 186 petitions with 10 from Kings Bromley. The issues over Common Lane access are being progressed.

Cllr. Browne reported on phase 1 – the drop-in session on 1st March was cancelled due to the weather. It will now be re scheduled for 6 weeks-time to allow for advertising it.

Cllr. Tittley said that engineers reports provide by Amey had indicated that there was no height problem with the preferred solution which was to re align Common Lane.

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

a) **Highways updates. (i) Speed indicator device – update if any.** No more parishioners had expressed any interest in the Speed Watch programme. Much debate then followed around the practicalities of a local resident who has offered to pay for and install a speed indicator device. Cllr. Tittley was surprised that SCC had given their approval. Questions were raised on its location and maintenance. Cllr. Browne indicated his unease at meeting with the resident on his own Cllr. Howard said he would also attend. Cllr. Lee thought it to be no business of the parish council. After further discussion Cllr. Howard proposed that he and Cllr. Browne meet with the resident to hear his proposal but would state that the parish council would take no responsibility for the equipment, its maintenance or insurance costs and that any damage to the equipment and any resulting claim would not be met by the parish council. This was seconded by Cllr. Pritchard. Four were in favour and two against. Cllr. Higgins proposed that the resident is written to after the meetings with details of the outcome of the conversation. This was seconded by Cllr. Lee. All were in favour. Cllrs. Browne and Howard to contact clerk once the meeting has taken place. **Action: Cllrs. Browne and Howard. (ii) Transport and Community Forum – weight restriction update if any.** Cllr. Browne said that the Transport Forum was due to meet tomorrow.

b) **Footpaths / footway issues if any.** None.

9. **To consider how the transparency fund grant payment received from SPCA is allocated.**

The clerk said that the grant was to pay towards additional staff costs to keep the web site updated and to purchase a laptop for council use. After discussion the clerk was asked to obtain prices for a suitable laptop and backup device and report to the next meeting. **Action: Clerk.** The clerk said that the use of a dedicated laptop would cause some administrative problems regarding emails and he would need to speak to the webmaster about re-directing them.

10. **To receive updates on (i) Centenary Fields update.** Clerk to post legal documents over to the Land Registry. **Action: Clerk.** Fields in Trust are to send plaque order form to the clerk. The ceremony can then be arranged. **(ii) Village hall refurbishment.** The scheduled launch date is 24th March from 10am to 1pm. WI to provide refreshments. It was agreed the parish council would meet their costs. Choir to attend. Cllr. Browne said he had approached a local builder for prices. Clerk said that 3 quotes needed to be sought. Cllr. Tittley offered to provide the names of other builders and pass to the clerk. **Action: Clerk.**

11. **To consider Councillor reports – for information only.**

Cllr. Higgins asked if the parish council could fund the first session for a possible new sing along club for elderly residents. After discussion it was felt that it would be better if she approaches the Village Hall Committee to see if they would give 2 hours freely.

There being no further business the main meeting closed at 9.56pm.

Signed (Chairman) Date 11th April 2018.