

# KINGS BROMLEY PARISH COUNCIL

## DRAFT Minutes of the General Meeting held on

Wednesday 13<sup>th</sup> November 2019 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; N. Crawley; Mrs. J. Higgins;  
S. Browne; J. Burkinshaw. County Cllr. M. Tittley. Dist. Cllr. N. Binney.

**In attendance:** Mr. I. Colclough (Clerk).

**Public Session:** Five members of the public were present.

**Forum.** A local resident again asked about retail units being established at The Wharf next to the Marina. District Cllr. Binney responded by saying that LDC are aware and their enforcement team were looking into it. The same resident then said that he has been bitten by a dog which was part of a pack of 10 running loose along the canal towpath. He asked if the parish could help. Again Cllr. Binney said that LDC was aware and the police were now involved and action should be taken against the owner. A question was asked about levelling the grassed area at the rear of the village hall so that it can be used for functions. Comment was also made that the car park is too small to host large events. It was suggested that the Show field could be used. It was agreed that a level area would help those with mobility issues. Cllr Crawley offered to obtain estimates for this. **Action: Cllr. Crawley.** Clerk to add to agenda for next meeting. **Action: Clerk.** The chairman said that around £500 remained in the Refurbishment fund and that a sum of around £1,300 was expected from the Co Op. Julie Bamber expressed concerns about the suggestion that parish councillors attend the village hall committee meetings as she felt that they may take offence and resign on-block. The chairman said that he wanted to improve communications and work together and asked if someone from the committee could attend parish council meetings when necessary. The clerk suggested that firstly the relationship between the parish council and committee needs to be established. The chairman said he would look in to this. **Action: Cllr. Howard.** Mrs. Bamber said they would ask for help when needed. She said that they did not want the free projector that was available. This will now be offered to the cricket club. The central heating control panel is faulty and the freezer will be turned off as it is little used. The wildflower area is still not cut correctly. Clerk to contact contractor again. **Action: Clerk.** Wheeled bin by the hall is being used to 'fly tip'. Bin to be moved to its original location. Clerk to inform LDC. **Action: Clerk.**

**1. Apologies and approval of absence.**

Cllr. Mrs. G. Pitchford (holiday); Dist. Cllr. R. Cox; Dist. 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.**

Cllr. Browne on item 7.

**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 9<sup>th</sup> October 2019 are a correct record.**

These had been distributed previously. It was proposed and seconded 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) Email from SCC re provision of pedestrian crossing. The clerk read the relevant parts of the email out. It was decided to write to SCC with the recently taken traffic and pedestrian count data. Chairman to draft letter and send to clerk for distribution. **Action: Cllr. Howard and Clerk.**
- iii) Quote for replacement swing seat. A discussion took place around the costs. Clerk to obtain further quotes. **Action: Clerk.**
- iv) Email from LDC re CIL. A sum of £89.41 has been received.

- v) Email from Cllr. Burkinshaw re prices for camera surveillance. These prices were higher than expected and it was agreed that this initiative should be dropped.
- vi) Flier re VE Day 75 – placed in circulation file
- vii) Email from LDC re Neighbourhood Plan presentation. Chairman to contact LDC to arrange meeting. **Action: Cllr. Howard.**
- viii) Letter from Co Op bank requesting more signatory information. Clerk to sort. **Action: Clerk.**
- ix) Email from Cllr. Pitchford offering apologies for tonight meeting.
- x) Email from Cllr. Crawley re swing seat prices. See above.

**b) Finance.**

- i) Financial Statement. Current a/c £15,321.54. Reserve a/c £9,252.70.
- ii) Payments Received. CIL from LDC £89.41
- iii) To authorise payments. a) Clerks Salary, expenses and income tax inc. any postage stamps – total £558.65 b) Perennial Landscapes – grass cutting - £271.72 inc. vat c) LDC bin emptying - £873.60 inc vat d) LDC play site inspection - £78.00 inc vat e) RJK Construction – Village Hall work - £1645.99 inc vat f) Turnock Lighting – Christmas tree lights - £606.00 inc vat (subsequently destroyed) g) Parish On-line subscription - £42.00 inc vat h) Royal British Legion – wreath donation - £25.00 i) Christmas tree purchase (provider unknown) - £150.00 cheque issued to Cllr. Burkinshaw who will be sourcing the tree.

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

- iv) To receive an update on website accessibility. The clerk briefly ran through the pros and cons of the deal being offered by SCC and that by of the council's current provider, Eric Roy. After consideration it was decided to remain loyal to Eric Roy. Clerk to contact him and ask him to go ahead at the prices quotes. **Action: Clerk.**
- v) RJK outstanding invoice. A cheque has been signed this evening.

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

Cllrs. Tittley is subject to purdah and said he will only answer questions. Cllr. Binney updated on the local plan and said events are planned at local village halls. It has been decided to go ahead with a community lottery. Applications are invited to subscribe to the green bin service at a cost of £36 pa. The City Centre Master Plan is available at [www.lichfielddc.gov.uk/issuesandoptions](http://www.lichfielddc.gov.uk/issuesandoptions). The chairman thanked the Cllr for his report.

**6. To consider how isolation and loneliness affects parishioners.**

Cllr. Higgins had invite Sue Penfold from the WI to the meeting this evening. Both informed the meeting of the issues and possible ways that help can be offered. One major issue is with transport as many affected people have none. This links in with the medial car share scheme where more volunteer drivers are needed urgently. Clerk to put notice on the website. **Action: Clerk.** The chairman said that if the parish council can help in any way to let me know.

**7. To consider the latest HS2 issues and receive reports from Councillors.**

Much to many peoples surprise, a recently leaked report suggests that the project should continue. The project will be delayed until after the General Election. A meeting was help in September to discuss traffic issues. SCC will provide further dates for another meeting shortly. The next scheduled meeting with HS2 will be in late January.

**8. To receive reports on current highway issues. (i) ANPR.** Cllrs. Howard and Burkinshaw met on 15<sup>th</sup> October with a local tech company to look at their camera surveillance equipment. Having now received their quote it was decided to half the initiative. This was agreed. **(ii) Village entrance gateways.** It was decided to drop this initiative. **(iii) Speedwatch signs and iv) Smartwater signs.** Now dealt with. **(v) School Crossing Survey.** Chairman to draft letter with outcome to SCC and pass to clerk for posting. **Action: Cllr. Howard and Clerk.** **(vi) Weight Restriction.** The council has finally had a response from PC Royce. Clerk to post to website. **Action: Clerk.** The next transport forum is 2<sup>nd</sup> December. It is estimated that about 3

lorries per hour are contravening the turn restriction. Chairman will ring companies concerned if he is informed.

**9. To receive reports on any public footpath or highway footway issues.**

None raised.

**10. To reconsider a report from the working group on the creation of a Neighbourhood Plan or resident questionnaire.**

Waiting on a meeting to be set up with a representative from LDC.

**11. To consider adopting the social media policy as provided by NALC.**

It was agreed that the policy is adopted subject to minor alterations as recommended by the clerk. All in favour.

**12. To receive updates from Councillors / Clerk on the following issues raised at the last meeting – Plaque / brick to recognise refurbishment donations, Voluntary Car Share, Christmas tree and lights, Village Hall acoustics, projector offer, re glazing of the BT phone box.**

The bricks are ready and just require putting in place. Cllr. Burkinshaw to attend to this. **Action: Cllr. Burkinshaw.** A question was asked as to whether 'gift aid' can be claimed. Clerk to investigate. **Action: Clerk.** The transport scheme is now known as 'the medical transport scheme'. More drivers are required. Clerk to post on website. **Action: Clerk.** The Christmas tree usually is put up on 1<sup>st</sup> December. Volunteers are required to help. Lights and tree have been ordered. Village hall acoustics are a problem in that many differing types of panels are available. After discussion it was felt that placing these on the walls in the newly decorated hall would not look good. The general feeling was that since the new blinds were installed the acoustics were a little better. It was agreed to take no further action on this at this time. After discussion it was felt that the Book Club are only looking after the BT phone box on behalf of the parish council. It was thought the original quote for re glazing was expensive and the person supplying should be asked if he can re price. This was agreed.

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

A general discussion took place around the relationship between the parish council and the village hall committee. It was unclear if the committee is a sub-committee of the parish council. Chairman will look at the lease agreement to see if that contains any clues. It was felt that, as leasee of the hall the parish council ought to be more aware of what is going on. Clerk was asked to see if any further documentary evidence is available on file and to report to the next meeting. **Action: Clerk.** Cllr. Browne suggested that the War Memorial surface should be routinely cleaned twice a year. After discussion it was felt that once, just prior to Remembrance Day was sufficient. Two thieves had been caught following another break-in at the Co Op. Cllr. Crawley expressed his grave dismay that an invoice for RJK Construction had remained unpaid for so long and that communication for the chairman had been none existent. The chairman apologised and acknowledged that it was his fault. Clerk to write letter of apology to RJK. **Action: Clerk.** Comment was made about the poor state of repair of parts of the village hall car park. One young child had fallen after tripping on a pothole. Cllr. Burkinshaw offered to concrete the holes. **Action: Cllr. Burkinshaw.** Scaffolding lorries are using Crawley Lane and have been noted driving very quickly passed the school. Cllr. Browne will speak to Mrs. Baskerville as the company are renting from her. **Action: Cllr. Browne.**

The meeting closed at 10.22pm

Signed ..... (Chairman) Date 11<sup>th</sup> December 2019.