

**KINGS BROMLEY PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Wednesday, 12<sup>th</sup> January, 2011 at 7.45 pm at Kings Bromley Village Hall**

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

**In attendance:** Mrs S Buxton (Clerk)

The chairman opened the meeting by welcoming everyone and wishing them a Happy New Year.

**Public Session:-**  
None

**1. Apologies**

Cllr Mrs J Eagland – another meeting

**2. Declarations of Interest**

Cllr Mrs Jarman – War Memorial and Staffordshire Cares  
Cllr Browne – Village Hall

**3. Minutes of Previous Meetings**

**i. 8<sup>th</sup> December, 2010**

**Agreed** that the minutes of the meeting held on 8<sup>th</sup> December, 2010, be signed as a true and correct record

**ii. 21<sup>st</sup> December, 2010**

**Agreed** that the minutes of the meeting held on 21<sup>st</sup> December, 2010, be signed as a true and correct record after the amendment of the venue from the Village Hall to the Royal Oak Public House

**4. Report of the Clerk**

**i. Services to the development at the rear of The Hollies – British Gas**

– the clerk reported that the claim has been submitted and is currently being negotiated with National Grid's agent. The claim includes time incurred by the parish council, a retrospective access payment and an easement payment, plus all reasonable agent's and solicitor's fees in order to ensure proper representation for the parish council and to legally document the new pipe. The council will need to instruct a solicitor to legally document the new gas pipe and Fisher German can make a recommendation if the council requires them to.

**Agreed** that the council will use Ansons Solicitors from Lichfield

**ii. Services to the development at the rear of The Hollies – BT – the draft wayleave agreement from BT had been circulated to councillors prior to the meeting. The amount of the one off payment was not written clearly although it would appear to be £982.50.**

**Agreed** that the clerk would arrange for the documents to be signed on behalf of the parish council upon receipt of a revised document with the amount of the payment recorded correctly and fully in both words and numbers

- iii. **BKV Competition Map** – the council had both the clerk’s hand drawn map and a printed version from LDC  
**Agreed** the clerk would prepare the map for the BKV entry
- iv. **Royal Oak Public House** – it was reported that the new tenants have a five year lease. At the First Friday’s session last week there was a good atmosphere and last Sunday around 120 lunches were sold. It would appear that things are a great improvement with good food, a good atmosphere and tenants who really want to make the pub successful
- v. **Conservation Area Management Plan** – a copy of the council’s response to the Conservation Area Management Plan had been circulated to all councillors prior to the meeting.
- vi. **Volunteer Awards** - the clerk reported that Allan Howard had been shortlisted in his category and will be attending the presentation evening in February.

**5. Finance**

i. **Finance Report to 31<sup>st</sup> December, 2010**

Noted

ii. **Payments to be made**

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

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>	<i>Powers</i>
	Mrs S Buxton	366.23	Salary and taxable expenses	
	SCC	77.51	Pension contributions	
	Mrs S Buxton	4.80	Travel expenses	
	Mrs S Buxton	85.00	Planning appln fee paid to LDC	
	Mrs S Buxton	20.27	Purchase of maps for planning application	
	Viking Direct	98.76	Stationery	
	Kings Bromley Village Hall	1000.00	Donation towards the upgrade of the heating system	
	<b>TOTAL</b>	<b>1,652.57</b>		

iii. **Receipts**

None

iv. **Clerk’s Training**

The report prepared by the clerk for the meeting was considered **Agreed** that the council would support the clerk’s attendance at the two day Practitioners’ Conference in February at a maximum cost of £198 plus travel.

**Agreed** the clerk would submit an application for a grant up to 50% of the cost of the course

These were both proposed by Cllr Brown and seconded by Cllr Mrs Gair

v. **Budget for 2011/12**

The clerk had prepared a budget preparation sheet which was circulated to all councillors prior to the meeting

**Agreed** that the council’s precept for 2011/12 should be £12,880, the same as the last three years

**Agreed** the budget for the year to be as follows. This was proposed by Cllr Browne and seconded by Cllr Holland

**Agreed** that the council will meet the cost of the election from reserves

<i>Description</i>	<i>Budget 2011/12</i>
<b>RECEIPTS</b>	
Precept	£12,880
Interest on Investments	£10
Grants	
Training Grant	£0
SCC Footpath Grant	£0
Miscellaneous	
Grasscutting at Village Hall	£280
VAT refund	£2,900
<b>TOTAL RECEIPTS</b>	<b>£16,070</b>
<i>Description</i>	<i>Budget 2011/12</i>
<b>PAYMENTS</b>	
General Administration	
Audit	£155
Advertising	£0
Clerk's Salary and Taxable Expenses	£5,350
Insurance	£1,175
Office & Admin Expenses	£250
Publications	£20
Room Hire	£250
Subscriptions	£770
Training	£330
Travel expenses	£120
Website	£143
Running Costs – R & M	
Church Clock	£190
Village Hall Shrubs	£55
Running Costs – Recreation	
Donation to supply of bedding plants	£65
Donation to Churchyard Maintenance	£250
Dog & Litter Bin emptying	£530
Footpaths	£100
Grasscutting	£2,400
Play equipment inspection and repair	£40
Tree works/inspection provision	£1,150
General repair provision	£400
S137 payments	
RBL Poppy wreath	£20
Miscellaneous	
BKV Competition	£60
Christmas Tree	£200
Donation to John Taylor High School Presentation	£25
Unallocated balance	£,1822
VAT	£200
<b>TOTAL PAYMENTS</b>	<b>£16,070</b>

vi. **Parish Council Insurance**

The council's insurance is due for renewal on 1<sup>st</sup> June, 2011.

**Agreed** the clerk would obtain at least one other quotation prior to renewal for the council to consider

6. **Correspondence**

- i. **SLCC Media Training** - the clerk informed members of a free Media training session which is being organised by the SLCC in Lichfield on Saturday, 15<sup>th</sup> January, 2011 which is open to councillors
- ii. **Churchyard Gang** - a letter of thanks has been received from Mr Lomas for the donation of £200 from the BKV competition prize money towards equipment for maintaining the churchyard
- iii. **Queen's Diamond Jubilee** – there is an opportunity to register an interest in being part of the beacons around the country to celebrate the Diamond Jubilee of Queen Elizabeth II in 2012  
**Agreed** that Kings Bromley Parish Council would not be organising a beacon as part of the Diamond Jubilee celebrations in 2012
- iv. **Electoral Review of Staffordshire** - there is a proposal to make changes to the boundaries which would mean Kings Bromley falls within Lichfield Rural West – currently held by Cllr Frank Lewis instead of Lichfield Rural North – currently held by Cllr Mrs Janet Eagland as at present.  
**Agreed** that the parish council did not want to move away from its current area, with its links to other rural parishes like Curborough, Elmhurst, Farewell and Chorley, Hamstall Ridware and Longdon. This was proposed by Cllr Mrs Gair and seconded by Cllr Brown
- v. **The list of correspondence was reviewed**

7. **Village Hall**

It was noted that the heating at the Village Hall was much improved

8. **Highways**

- i. **Crawley Lane Parking** - Cllr Mrs Eagland and Cllr Mrs Jarman met with Richard Rayson from SCC Highways department before Christmas. SCC are to look at extending the parking along the side of the Showfield, to the gully, through the use of grass matta which if possible, should provide parking for another six cars and improve the problem with regards to parking for the school staff. Services lying in the grass verge would be thoroughly checked prior to any work being done. SCC have to check the ownership of the verge, but it is understood to be Highway land. SCC have subsequently met with the school to discuss the project further  
**Agreed** the clerk would contact Richard Rayson to see what progress has been made on this project and report back to the next meeting
- ii. **Camera Safety Partnership** – the clerk reported that they were unable to send someone to this meeting but are willing to attend the February meeting. They will either come and make a presentation or simply to have a discussion with the parish council and answer questions.

**Agreed** that the Camera Safety Partnership be invited to attend a meeting at 7.00 pm to give a presentation on their work followed by a short question and answer session on their work.

**Agreed** councillors would let the clerk know if they had any specific questions they would like the speaker to address so that they could ensure that the information was available at the meeting.

**Agreed** that the council would like to know “how do they measure the effectiveness of their presence in Kings Bromley?”

**Agreed** that the clerk would contact Mr Gilmour as Speedwatch Co-ordinator to see if he had any particular questions

- iii. **Flooding at Crossroads by Royal Oak** – Cllr Browne reported that there is still a large area of water outside No. 1 Alrewas Road after periods of heavy rain, which can cover the whole road and run into the drive of No. 2 Alrewas Road. The drain on Alrewas Road appears to be sinking. It was also noted that the snow and ice has resulted in quite a bit of damage to the Alrewas Road which will presumably be sorted out by SCC in due course
- iv. **Yoxall Road Laybys** – the clerk reported that LDC had finally replied to a letter chasing an earlier letter in July 2010. The outcome is that the waiting restrictions are unenforceable as there are no yellow lines on the laybys. The clerk had informed the officer from LDC that this had never been mentioned before and that previously the restrictions could not be enforced as there were no staff to work overtime. The clerk had raised the matter with Cllr Mrs England who had received a reply from LDC stating that yellow lines are not required for the enforcement and that LDC will arrange for three random visits during the evening over the next three weeks. The clerk has drawn their attention to the need to make a visit and then call back two hours later as vehicles do have a right to park up for two hours.
- v. **Highway Issues Other**  
None

## 9. **Play Equipment**

The clerk has submitted a planning application which is to be considered by the Planning Advisory Committee this evening. The clerk has also notified Lappsett that their quotation has been accepted and is awaiting final confirmation of the details including the price.

## 10. **War Memorial**

A reply has been received from the National Arboretum on the maintenance of War Memorial surrounds. It acknowledges that gravel does require considerable maintenance and recommends the use of resin bound gravel.

**Agreed** the clerk would obtain a unit price for resin bound gravel to which it would be necessary to add the cost of labour to lay it.

**11. Christmas Tree**

The provision of the Christmas Tree was discussed.

**Agreed** that the clerk should write to Mr & Mrs Salloway, Mr Bill, Mr Sutton, Mr Gilmour, Ms Baskerville, Cllr Seddon and Cllr Holland to thank them for their help with the provision of the village Christmas tree.

**12. Grasscutting 2011 and 2012**

The specification document prepared by the clerk was considered by the council.

**Agreed** Cllr Pritchard would speak to the residents concerned about the four areas of grass at the entrance to the Grange and the Croft, and then let the clerk know if they are to be included in the specification

**13. Future Projects Funded from Reserves**

Nothing to discuss

**14. Parish Council Election 2011**

The clerk asked the council if they wanted to put any publicity to bring people's attention to the forthcoming parish council election

**Agreed** the clerk would put information on a display for the parish council noticeboard.

**15. Staffordshire Cares**

Nothing to report

**16. Lichfield District Council**

i. **Consultation on Core Strategy – Shaping our District, Non technical Summary and Infrastructure Delivery Plan** - the deadline for comments is 28<sup>th</sup> February, 2011

**Agreed** that this will be discussed at the February meeting

**17. Staffordshire County Council**

i. **Quarrying** - Cllr Mrs Eagland had informed the clerk that the Chief Executive will be updated on the quarrying situation in the area and also visit the Gas Pumping Station when he visits the area during his familiarisation tour of Staffordshire.

ii. **Update following first Local Council's Event** – the contents of the report on this event were noted.

**18. SPCA**

i. **Newsletter**

**19. Review of Items for Future Meetings**

i. **Health and Safety Risk Assessments**

ii. **Review/Introduction of Council Policies**

**20. Date and Time of Next Meeting**

**Agreed** that the next meeting be held at **7.00 pm** on Wednesday, 9<sup>th</sup> February, 2011 at Kings Bromley Village Hall. The meeting will begin with a presentation by the Camera Safety Partnership followed by questions and discussion on their work, and this will be followed at 7.45 pm by the parish council normal open session.

There being no other business the chairman declared the meeting closed at 9.26 pm