

KINGS BROMLEY PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Wednesday, 9th March, 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); members of the public

Public Session:-

- **Wildflower Meadow** - the hedge is growing out as you approach on the left hand side from Alrewas Road
- **Citizen's Advice Bureau** - there has been concern in the press re: their future and the question was asked if LDC had made any decision on the grant to them. Cllr Pritchard reported that the LDC grant to the CAB had remained the same this year
- **HS2** – a resident concerned about reports in the press which suggest Michael Fabricant is sitting on the fence and asked what Kings Bromley are going to do?
- **Play equipment** – a neighbour of the Village Hall has requested that the play equipment be sited a little further away from his property
- **Royal Oak** – the manager has moved on due to ill health in his family. However it is business as usual with some changes and more provision being planned. The chef is going to manage it for the co-owners.

40. Apologies

Cllr Janet Eagland - unwell

41. Declarations of Interest

Cllr Mrs Jarman – War Memorial and Staffordshire Cares

Cllr Brown – Village Hall

Cllr Pritchard - grasscutting

42. Minutes of the Last Meeting

Agreed that the minutes of the meeting held on 9th February, 2011 be signed as a true and correct record.

43. Clerk's Report

- i. **Services to the development at the rear of The Hollies – British Gas** – Fisher German have agreed a one off payment of £822.67 for the laying of pipes under the parish council land plus all surveyor's and solicitor's fees with National Grid. The next stage is for National Grid to contact our solicitors, Ansons to arrange the documentation of the new easement.
- ii. **Services to the development at the rear of The Hollies – BT** – the easement has now been completed and the parish council has received a one off payment of £982.50

- iii. **Hedge planting in Leofric Close** – the clerk reported that she had spoken to the current grasscutting contractor, Sharp Landscapes and PD Nurseries, the cost of planting up the hedge will be between £30 and £50 and the quicks would be 40p each and it is expected that around 50 will be required.

Agreed that the clerk should make arrangements for this work to be undertaken as soon as possible.

Staffordshire Safer Roads Initiative - the clerk has written thanking Mrs Langdown for attending the last parish council meeting and requesting that speed and volume counts on both the A515 and A513 in Kings Bromley be done and that an investigation into the range of Speed Identification Devices which are available and may be used in Kings Bromley be carried out. SCC has replied that the speed and volume data is currently being collected and should be available next week, Black boxes have appeared which are presumably gathering this information.

SCC was also looking into the speed indication devices which maybe of use in Kings Bromley. Cllr Janet Eagland has today informed the clerk that a speed identification device will be installed on the A515 after the Easter holiday until the summer break. It will operate at school times and tell drivers to slow down because children are about. It will flash red when any driver exceeds 20 mph and green if they are below 20 mph.

The clerk now has the contact details for the Operations Manager and will write to him to invite him to a meeting.

Agreed that the clerk will invite the Operations Manager to the Annual Parish Meeting

- iv. **Village Hall Lighting** – the clerk has written to the Chairman of the Village Hall Committee with the council’s comments relating to lighting in the main hall.

- v. **Annual Parish Meeting** – the clerk had a list of dates for councillors to consider for the Annual Parish meeting

Agreed that the Annual Parish Meeting be held on Wednesday, 27th April, 2011 at 8.00 pm in the Village Hall

- vi. **Wildflower Meadow Hedge** - the council had received reports about hedges overhanging the meadow and access paths, and of a tree being down

Agreed the clerk would investigate which properties the hedges and trees related to and then write to the residents and ask them to undertake pruning work as necessary

44. Change in Order of Agenda Items

Agreed that discussion on the High Speed Rail link would take place next rather than later in the agenda

45. HS2 - High Speed Rail Link

Cllr Pritchard reported that both SCC and LDC have frequently mentioned the HS2 project but it has not really been mentioned at parish council level. The clerk did inform the meeting that she had received notification of the consultation this week and that the consultation documents are on their way to the council. Michael Fabricant has invited the transport select committee to visit Lichfield and Whittington to see what effect HS2 will have. Unfortunately, it is unlikely that the project will be stopped unless it can be proved that it will be economically not viable or there is a double dip in the economy. It is expected that most MPs will vote in favour of it.

HS1 from Kent to London, is already built. HS2 runs from London to the Midlands and if this is approved there will be little to stop HS3 which will begin in Handsacre.

Members of the public had asked about being involved in an action group, which presents two options:- starting our own or linking up with existing groups in Whittington and Lichfield?

It would also be useful to circulate a leaflet to every home in Kings Bromley, either home produced or using someone else's ready prepared leaflet to both inform people of what is happening and gauge the response.

There is a meeting of the Whittington Group on 10th March and Mr Allsopp will be attending

Agreed that Cllr Browne will accompany Mr Allsopp and they will report back to the April meeting of the parish council.

Agreed that the clerk will include an item on HS2 in the parish council parish magazine article.

46. Finance

i. Finance Report to 28th February, 2011

Agreed that the report be accepted

ii. Payments to be made

Agreed that the following payments be made:-

<i>Payee</i>	<i>Amount</i>	<i>Details</i>
Mrs S Buxton	377.89	Salary and taxable expenses
SCC	77.51	Pension contributions
Mrs S Buxton	28.00	Travel expenses
E A Roy	130.00	Website hosting, support & mntnce for 1 year from 4/4/11
Post Office Ltd	73.00	100 x 1 st and 2 nd class stamps
Mrs S Buxton	50.00	Petty cash
Sharp Landscapes	70.00	Hedge & tree works
TOTAL	806.40	

iii. Receipts

Agreed to note the following receipt:-

<i>Payee</i>	<i>Amount</i>	<i>Details</i>
BT Openreach	982.50	Wayleave for phone to rear of The Hollies & existing cabinet on parish council land
TOTAL	982.50	

iv. Pension Rates – each year the council has to confirm the rate of deductions for pension contributions from the clerks salary. The clerk's salary remains in the same band.

- Agreed** that deductions of 6.5% will continue to be made from the clerk's salary in respect of pension.
- v. **Parish Council PAYE Scheme** - the clerk reported that until a couple of years ago Kings Bromley Parish Council had been registered as an employer with HMRC, then the local office wrote closing down the employer's record. It would appear that this was incorrect advice and HMRC has now issued clear guidance that all parish councils must be registered as employers with HMRC and all clerks must be treated as employed. In view of this, the clerk has already started the process of registering the parish council as an employer.
 - vi. **Grasscutting contract 2011/12**
The council is in receipt of two quotes which were tabled at the meeting which were considered in detail
Agreed that the council will accept the quotation from Mr Hayward for the grass cutting and hedge trimming in Kings Bromley for the 2011 and 2012 seasons for a total cost of £3,306.00 for the two years. This was proposed by Cllr Holland and seconded by Cllr Mrs Jarman
Agreed that the clerk would offer the contract to Mr Hayward and request confirmation of acceptance, evidence of public liability insurance and risk assessments prior to the work commencing.-
 - vii. **S137 Expenditure Limit** – The limit per elector is £6.44 for 2011/12

47. Correspondence and Items of Report

- i. **Enquiry from Manor Park Sailing Club re: terms of licence held by Hansons for workings in Kings Bromley** – Hansons has permission to quarry until 2014 after which there is a restoration clause which has to be met, which will see the retention of the existing lakes.
- ii. **Dealing with the Unexpected** – this is a booklet which has been prepared by SCC and is available to download or from the clerk to the parish council
- iii. **Consultation on National Planning Policy** – the parish council received notification of this from Mrs Anderson and an offer to compile a response on behalf of the parish council. The clerk had discussed the matter with the chairman and as the parish council had not been notified separate of the consultation and the parish council had not discussed sending in a response, so no response was made by Kings Bromley Parish Council
- iv. **Oaklands College** – an update had been received re: development of the college and her wish to see positive links maintained, she had also requested details of a contact for the Kings Bromley Show, to which the clerk had replied. The council were delighted to hear from the college and also want to see positive links maintained
- v. **Willington power station** – the council had received a further update on progress to lay the new pipeline from Willington to Orgreave
- vi. **Review of Correspondence List** – there were no other items that the council wished to discuss

48. Highways

- i. **Crawley Lane Parking** – SCC has obtained quotations for work to install an extra area of parking adjacent to the entrance to the Show Field opposite the school and it has contacted the school regarding the work and to clarify the funding, which SCC are unable to meet, but to date no response has been received.
- ii. **Alrewas Road Potholes** – the potholes in the middle of the road outside the Rectory are on the list of potholes to be repaired, but this list is very long indeed. The clerk had written to the resident who had complained of being unable to sleep because of the disturbance caused by lorries hitting them at speed during the night.
- iii. **Reporting of Highway issues** – CLARENCE no longer operates in the same format. There is a new number for Staffordshire Highways and the clerk will include this in the parish magazine and on the noticeboard

49. Play Equipment

- i. **Planning Permission** – the council has now received planning permission for the installation of play equipment to the rear of the Village Hall
- ii. **Subsequent request for re-positioning of play equipment** – the immediate neighbour of the Village Hall has now approached the parish council to see if the play equipment could be sited a little further away from his boundary.
Agreed that Cllr Pritchard would speak to LDC to see if the equipment could be moved a couple of metres so that it was not so close to the boundary
- iii. **Details of price and time scale for installation** – Lappsett has confirmed that the quotation as given before of £17,452.90 plus VAT will stand and delivery will be the middle to the end of April if the order is placed next week.
Agreed that the clerk place an order with Lappsett for the play equipment as per the quotation already received, but state that the position of the equipment may be moved by a couple of metres prior to installation
- iv. **Inspection of existing play equipment** – LDC has contacted parish councils re: the arrangements they make for inspecting play equipment and asking parish councils if they want to be included.
Agreed that Kings Bromley Parish Council will continue to have their play equipment inspected through LDC as they offer a very competitive rate which the parish council cannot attract itself alone

50. War Memorial

The clerk had prepared rough estimates of the cost of installing bound gravel in place of the existing gravel around the War Memorial and it is likely to cost around £4,000 to £5,000. It was reported that outside the shops in Alrewas a similar product has been installed.

Agreed the clerk would enquire about the product put down in Alrewas and all councillors would keep a look out for other examples before the next meeting

51. Best Kept Village Competition

The clerk reported that Mr Howard had agreed to act as co-ordinator again.

52. Distribution of Agenda and Draft Minutes to members of the public prior to the meeting

The report prepared by the clerk was considered and in particular the circulation of the unapproved minutes prior to the council agreeing them and the need to ensure that councillors have their papers before they are available to the general public.

Agreed that the draft minutes of the previous meeting would no longer be circulated prior to the meeting, but that one copy would be placed on the parish council noticeboard in front of the Village Hall along with the agenda

Agreed that the clerk will continue to email or post (for a small charge) a copy of the agenda to any interested residents prior to each meeting

Agreed that the minutes of both the full parish council meeting and planning advisory committee meeting will be put on the website as soon as is practical after each meeting

Agreed that the agenda will be included on the website prior to each meeting

53. Consultation on National Gravel Policy

It was reported that Mrs Anderson had contacted the clerk and offered to put together a response for the parish council to submit on the National Gravel Policy. The clerk had discussed this with the chairman and as the parish council had not been notified about the consultation nor had they discussed submitting a response the clerk had not accepted Mrs Anderson's offer and no response had been made by the parish council.

54. High Speed Rail Link – London to Stafford

This had been discussed earlier in the meeting

55. Report on Practitioners' Conference

The report prepared by the clerk was considered briefly. There are a number of issues which the clerk will bring to the parish council during the next few months including clerk's contract, council's PAYE scheme, review of publication scheme, data management policy including policy on handwritten notes and emails, registration with Information Commissioner under Data Protection Act, provision of computer for parish council work, data transparency and publication of data electronically, website development and the discontinuance of cheques.

56. Future Projects Funded from Reserves

Nothing to discuss

57. Staffordshire Cares

Nothing further to report

58. Lichfield District Council

Cllr Pritchard suggested to the council that comment should be made on the Core Strategy as this is the key document, and that an extension has been granted by LDC to submit a response. He outlined what he saw as the key points for the council to discuss

Agreed that the council comment on the Core Strategy only

Agreed that the clerk would compile a response based on the points outlined by Cllr Pritchard and discussed by the council at this meeting and submit it to LDC.

59. Staffordshire County Council

Nothing to report

60. SPCA

Nothing to report

61. Items for Future Meetings

- i. Review of Health and Safety Risk Assessments
- ii. Review/Introduction of Council Policies

62. Date and Time of Next Meeting

Agreed that the next meeting be held on Wednesday, 13th April, 2011 at 7.45 pm
a the Village Hall

There being no other business the chairman declared the meeting closed