

KINGS BROMLEY PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Wednesday, 8th April, 2009, at 7.45pm in
Kings Bromley Village Hall

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

In attendance: Mrs S Buxton (Clerk); 3 members of the public

Quarry – an A4 flyer has been delivered to everyone in KB detailing two new gravel extraction proposals in the area surrounding KB. Cllr Browne said he would be willing to knock doors and ensure people were aware of the situation. The concern is that people will not respond as apathy can rule. An open meeting to discuss the proposals was suggested along with an article in the parish magazine. Ann Anderson, from Orgreave, is one of the key people in the campaign.

Speedwatch – Mr Gilmour reported that 4 new volunteers had come forward and been trained

Pedestrian gate from Lanes Close to Strawberry Field – this has been removed as it was situated on private land and was not a right of way

3646. Apologies

Cllr Taylor – unwell, County Cllr Janet Eagland

Agreed to accept the apologies of Cllr Taylor

3647. Declaration of Interests

Cllr Mrs Jarman – Changing Lives

3648. Minutes of the last meeting

Agreed that the minutes of the meeting held on 11th March, 2009 be signed as a true and correct record

3649. Report of the Clerk

i. **Councillors Information File** – further to a memo already sent to councillors, the clerk offered to take away any of the Councillor's Information Files and check that they are up to date.

ii. **Grasscutting** – after clarification regarding collection of the grasscuttings and discussions with the chairman, the clerk had issued the contract to Sharp Plants for the 2009 and 2010 seasons. The contractor has yet to supply a signed acceptance of the contract or a copy of his public liability insurance. The clerk has still to sort out a suitable risk assessment form on his behalf. It was noted that use of this contractor as opposed to the district council did provide greater flexibility as well as additional cuts could be arranged as needed

Agreed the clerk will remind Sharp Plants of the need to formally accept the contract for grasscutting and also to provide a copy of his insurance details

Agreed the clerk will chase up the matter of risk assessment with the contractor and ensure that one is completed.

iii. **Electricity for Christmas Lights** – the clerk has informed Central Networks that the parish council's chosen supplier for electricity is npower.

3650. Finance

i. Finance Report to 31st March, 2009

The report prepared by the clerk shows provisional year end figures for the year, which show an estimated balance at the year end of £12,500, an increase of almost £3,000 on last year. In addition to this the clerk reported that a VAT refund of £4,149 has been received since the new year has started, thus in effect making the increase in reserves £7,000 although this is not how it will appear on the accounts. The clerk had identified a list of overspent and underspent headings for the year. All of the overspends were small amounts, but some of the underspends were quite substantial.

Agreed the list of underspent balances to be carried forward as ear marked reserves into 2009/10 as follows:-

Heading	Unspent balance 31/3/09	Any unspent earmarked balance 31/3/08	Total unspent balance at 31/3/09 to be carried forward as earmarked reserve	Reason
Audit	150		135	Invoice received Apr
Postage	220	0	63	Payment due Apr
Telephone	102	0	96	Claim by clerk Apr
Bench repair	175	0	175	Work to be done Apr
Noticeboard repair	150	0	150	Work to be done Apr
War Memorial	100	696	796	Provision for work
Tree works	150	1,498	1,648	Provision for work to be done 09/10
Archiving of minutes	0	170	170	To be completed 09/10

This left a total amount of reserves earmarked of £3,233 and unmarked reserves of almost £9,000. The clerk informed the council that advice from NALC through the SPCA is that reserves of up to 6 months expenditure is a guideline amount to be held, and this amount is well over this figure (83%). The clerk reported that Cllr Mrs Gair has now completed all the clerk's invoice and bank reconciliation checks for the year. There were one or two small discrepancies on the clerk's expenses which would be corrected next month

ii. Village Hall Invoice for Initial Shop Meeting

The clerk reported that the Village Hall Management Committee had cancelled the invoice for the hire of the room for this meeting

iii. **Accounts for Payment**

Agreed that the following payments be made:-

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>	<i>Powers</i>
01/3000151	Mrs S Buxton	362.13	Salary and taxable exps	LGA 1972 s.112(2)
01/300152	SCC	68.33	Pension contribs Mar 09	LGA 1972 s.112(2)
01/300152	SCC	0.28	Error on writing of pension cheque last month	LGA 1972 s.112(2)
01/300153	Mrs S Buxton	7.20	Non taxable travel exps	LG(FP)A 1963 s.5
01/300153	Mrs S Buxton	61.00	Purchase of stamps before price rise	LG(FP)A 1963 s.5
02/300154	Audit Commission	155.25	Audit fee to 31/3/08	ACA 1988 s.7
03/300155	Eric Roy	130.00	Website hosting	LG(FP)A 1963 s.5
03/300156	Mrs S Buxton	96.00	Telephone expenses for year Apr 08 to Mar 09	LG(FP)A 1963 s.5
03/300156	Mrs S Buxton	2.00	Correction on stamps bought above	LG(FP)A 1963 s.5
04/300157	M H & S Buxton	123.90	Photocopying Jan – Mar 09 (includes dog fouling flyer – 570 copies and Annual Parish Meeting 250 copies)	LG(FP)A 1963 s.5
	TOTAL	1006.09		

iv. **Receipts**

The clerk confirmed receipt of a VAT refund of £4,149.57

v. **Audit Return**

The clerk reported that she had received the audit return to 31st March, 2009 in the post today.

vi. **Bank-** the clerk reported that at present the council is receiving interest at the bank, net of tax and that she is in the process of applying for interest to be paid gross and tax deducted to date to be refunded.

3651. **Correspondence**

i. **Horticultural Society – donation of new dog bin**

Agreed to carry forward this matter to agenda item 10 – Dog Fouling

ii. **Correspondence between Cllr Seddon and the police re:**

Neighbourhood Watch correspondence to a property in KB who left some years ago – Cllr Seddon reported on the fact that NW records seem

to be somewhat out of date as he has received correspondence from the police to the previous occupier of his property, who left some 7 years ago. It seems the records only get updated when a co-ordinator informs them of a change of address or circumstance

Agreed that the clerk should approach Mrs Clarke to see if the current neighbourhood watch co-ordinators could be invited to the Annual Parish Meeting

- iii. **Homezone Annual Gardening Competition**
Agreed that the clerk will put a poster on the noticeboard
- iv. **Letter from resident complaining re: dog fouling leaflet** – this had been copied to councillors
Agreed that this be carried forward and dealt with under agenda item 10 – Dog Fouling
- v. **Website adverts** – the clerk had received a comment that there were no links on the KB website to possible sources of accommodation locally.
Agreed that the clerk would arrange for a link to the Lichfield Tourist Information Centre be included and would check that all the details for businesses who had agreed to be included have been added.

3652. Highways and Signs

- i. **Community Gangs**
Agreed that the following items be reported:-
 - Footpath outside the Rectory on Alrewas Road needs sweeping
 - Bollard missing on build out outside no. 74 Alrewas road
- ii. **Grassed area at the end of Vicarage Lane and letter from Mr Flint** – Mr Flint has enquired about the possibility of planting a large palm tree in place of the small tree which is currently situated at the junction and then offered to replant that tree in an alternative place chosen by the parish council after giving it some TLC to improve its condition. According to the Land Registry that piece of land does not have a registered title. The clerk has spoken to SCC who have advised that if it is part of what is considered to be the adopted highway then Mr Flint would have to apply to them for permission, which they may or may not give.
Agreed that the parish council were divided in their opinion as to the suitability of a planted palm tree in Kings Bromley and that if Mr Flint still wishes to proceed with this project the clerk should advise Mr Flint to contact SCC to establish whether he needs their position as it could still be part of the adopted Highway even though it is unregistered and there are issues of visibility splays which would need to be considered. If the project goes ahead, the parish council would wish to see an undertaking to maintain the area appropriately.
- iii. **Chamberlain Close Verge** - Cllr Seddon had asked the clerk to investigate the problem of the manholes which was raised over a year ago with Homezone and SCC. The clerk reported that back in February 2008 Homezone informed the council that SCC had agreed to bring the verge adjacent to Chamberlain Close up to standard so that it could be included on the normal mowing schedules and this work was duly done, but did not include attention to the several manhole covers which stand proud of the grass and have got damaged and are a hazard.
The clerk has spoken to both Homezone and SCC who undertook to investigate. SCC have been out to inspect them this morning and agreed that they are both extremely unsightly and very dangerous. They have arranged for barriers and cones to be put up today to reduce the danger. The covers are for gas and water and SCC will now ask the utility companies to attend to them and make them safe and sink them into the ground. The utility companies may argue that the covers were left in this state by the contractor and that they are therefore not responsible. If this happens then SCC will carry out the work on these covers, but this make take some time.

3653. Village Property

- i. **Map Noticeboard adjacent to No. 1 Lichfield Road** – the clerk reported that Mr and Mrs Clarke from Alrewas Road had very kindly offered to donate a frame to encase the village map which the parish council has already purchased and that after discussions with the chairman she had accepted the offer and the work is in hand.
Agreed that the council should thank Mr & Mrs Clarke for their generous donation to the village and will gratefully accept the offer.
- ii. **Renovation of the Village Benches and Noticeboards** – the clerk reported that she had received two quotations for the work on the benches and noticeboards. She also reported that the new board in front of the Village Hall still required the aluminium frame to be fastened back into the wooden frame firmly and that last week end she had noticed that the back board on this noticeboard was now bulging away. Since last weekend one of the locks on the board no longer operates correctly.
Agreed that Bancrofts be asked to complete the renovation work on the benches and the noticeboards. In addition that they be asked to secure the aluminium casing firmly within the wooden frame, carry out remedial work to the back of the board to prevent further bulging of the wood and attend to the lock which is malfunctioning.

3654. Play Equipment and Play Scheme

- i. **Play equipment** - The clerk tabled a report she had compiled following her investigations into grant opportunities and discussions with Mary Cooke from LDC regarding Playbuilder grants and general issues regarding play equipment.
Agreed that the clerk would obtain some further suggestions for play equipment and information on funding for the next meeting, as a final decision on whether to apply for a playbuilder grant would have to be made at the May meeting
- ii. **Play Rangers** - The above report also covered the Play Ranger service which will be coming to KB during the summer. From observations in Handsacre the Play Rangers are well received by the children

3655. Dog Fouling Initiative

- i. **Dog fouling flyer** – the flyer has now been distributed to most of the houses in the village centre. It was noted that some people without dogs would feel it was nothing to do with them and others with dogs would feel they were being picked on, but the problem is very real and very serious in Kings Bromley and some residents had been very supportive of the action taken by the parish council. The possibility of asking that dogs should be kept on leads at all times was discussed.

- ii. **Email from Mrs MacLardy and letter from Mrs Edmunds regarding the dog fouling flyers** – all councillors had seen these items of correspondence prior to the meeting which expressed a question regarding the viability of the circulation of these and concern that the whole initiative would not help to engender any community spirit in KB. The content of the flyer was discussed at great length and the council felt that the more direct and shocking style of the content was appropriate in view of the failure of the gentle approach on dog fouling which has constantly failed to work. Dog fouling is both very unpleasant and potentially harmful to health and the council felt it had acted responsibly in investing the time and money in drafting and distributing the flyer.
Agreed that the clerk would reply and explain that in no way was the letter addressed to them personally, it was done for the best of reasons to try another approach in tackling a very serious problem in the village.
- iii. **Offer of new dog bin by Horticultural Society** -the offer from the Horticultural Society to provide a further bin was considered. The clerk reported that LDC had indicated that the bin at the top of Crawley Lane was always full, whilst the ones on the bend of Crawley Lane and at Vicarage Lane were usually three quarters and half full respectively.
Agreed that at the present time the parish council did not feel that a further bin would be useful and would therefore decline the offer from the Horticultural Society
- iv. **Bag dispensers** – the clerk had obtained information on types and cost of bag dispensers for dog waste from LDC. LDC advised that they are not really effective, as usually the bags are taken by the handful and taken home and therefore not used at the time by dog owners
Agreed that the council would not pursue the possibility of providing bag dispensers by the dog waste bins at the present time
- v. **Action on dog fouling to date** – the clerk reported that she had had discussions with the district council who had been out to do enforcement visits and tattoo the pavements/road in Crawley Lane all with a view to catching offenders or at least drawing the attention of offenders to the problems

3656. **Village Shop**

The clerk had received an email from Mr Cooper saying that members of the Shop Steering Group had met with the landlord at the Royal Oak regarding provision of a shop and had received very positive feedback. The landlord was now going to make further enquiries with the brewery.

3657. **Village Hall**

Cllr Browne reported that the Village Hall was certainly struggling at present as no one has yet come forward to be Chairman, Secretary, Treasurer or Booking Clerk from the AGM in June. The committee is also struggling to find five people to form a committee to take on the responsibility of running the Village Hall. The council discussed ways in which dramatic advertising that the Village Hall will close without volunteers may be required to make people actually take note of what the village would lose if the Village Hall closed.

3658. **Best Kept Village Competition**

- i. **Tidy Up Day** – the clerk reported that this has been set for Sunday, 19th April, 2009, meeting at the Village Hall at 10.30 am

- ii. **Children's Poster Competition** – the clerk reported that the school had agreed to do the posters as part of the curriculum in school and that therefore there would be in excess of 100 entries. She had also written to the Pre School and Youth Club, inviting them to submit posters as well.

3659. Clerk's Training

The clerk had prepared a report for councillors on the Practitioner's Conference run by the SLCC which she had attended on 27th and 28th February, 2009. It detailed a summary of the seminars attended and the key points. She had identified a number of areas which the council needed to address over the coming months and the councillors now had the opportunity to consider any other points they wished to see considered.

The council asked the clerk which particular areas were not fully covered at present and her main area of concern is risk assessments and health and safety.

Agreed that the clerk will concentrate on completing all areas of work which at present are not up to date over the coming months, with assistance from Cllr Mrs Gair on risk assessments. She will record her hours for completing this work and then report back to the council on a regular basis. The council would then consider whether the clerk's hours needed to be reviewed on an ongoing basis or whether it is simply a case of a need for additional hours to clear items which remain outstanding.

3660. Annual Parish Meeting – 30/4/09 – 7.30pm

The clerk reported that Neighbourhood Watch, the Police and Smartwater would all be present at the meeting and that as agreed with the chairman the first hour would be given over to these issues relating to crime and safety related matters. Invites have now been issued to all organisations. There will be displays on Smartwater and Neighbourhood Watch from 7.00 pm when tea and coffee would be served

3661. Social Services – Changing Lives

Cllr Mrs Jarman reported that a new driver had been appointed and trained and all was going well until the other driver was taken ill and the service is now back to where it was. There are currently problems with incontinence supplies which are now delivered directly to individual homes every two months, rather than to the local health centre and the simple volume of the boxes is too much for many domestic properties.

3662. Lichfield District Council

- i. **Summer Play Scheme** - this item has already been dealt with above
- ii. **Parking in Lichfield** - the district council has taken over responsibility for the enforcement of parking regulations and a copy of the new leaflet was circulated to all councillors
- iii. **Housing Needs in Lichfield District** – Cllr Pritchard agreed to look at this for the next meeting after the clerk had forwarded a copy to him

3663. Staffordshire County Council

- i. **Footpath alteration** – the council considered a proposed diversion of PF No. 2 in Kings Bromley and the extinguishment of PF No. 24 in Armitage and Handsacre. The clerk reported that Mr Rothery of the Ramblers Association had indicated that they had no objection to the proposed changes to FP No.2.

Agreed that the parish council has no objection to the alteration to these two footpaths

- ii. **Manor Park Quarry** – a request has been received from Hansons for an extension to the time limit for the restoration of the site post quarrying.
Agreed the clerk would investigate this further, request an extension to the time limit for responses and report back to the next meeting
- iii. **Quarrying around Kings Bromley** - a campaign group has been set up in Orgreave to object to further quarrying west of the A38, in view of new applications put in for further quarrying.
Agreed that the council would hold a public meeting to make people aware of the proposed quarrying sites around Kings Bromley

3664. SPCA

- i. **Newsletter** – this had been circulated to all councillors
- ii. **Lichfield Area Committee** – a query raised with regards to the status of the Lichfield Area Committee
Agreed that the clerk would obtain information on the current status of the Lichfield Committee and report back to the next meeting

3665. Review of Items for Future Meetings

- i. **30 mph stickers for wheelie bins**
- ii. **Royal Oak Pub**

3666. Date of Next Meeting

Agreed that the next meeting of the parish council will be held on Wednesday, 13th May, 2009 at 7.45 pm

There being no other business the chairman declared the meeting closed at 9.57 pm

Signed _____

Date 13th May, 2009