

KINGS BROMLEY PARISH COUNCIL

Minutes of the General Meeting held on

Wednesday 11th December 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. Dist. Cllrs. N. Binney; R. Cox.

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

Public Session: Five members of the public were present.

Forum. Members of Richborough Estates / Pegasus were present and spoke about working alongside local residents and the parish council in a proposal to develop a 9 acre site between Lichfield Road and Crawley Lane. The plan would be to build 50 homes at a low density, 40% of which would be classed as 'affordable'. They said the development would be 'characterful' and provide benefits such as improved car parking for those using the school and links by footway to the school and village centre. A local resident expressed his concerns that any new development will only increase traffic flows around the village. The chairman indicated that the parish council is considering producing its own neighbourhood plan and will be working alongside LDC to achieve this. Any application made will be subject to the contents of the plan. The chairman thanked the representatives for attending and appreciated them coming to the meeting before submitting their outline application.

1. Apologies and approval of absence.

Dist. Cllr. T. Marshall; County Cllr. M. Tittley.

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 6. Cllr. Crawley said he should declare an interest as he has undertaken work with Pegasus, the planning people who attended the public forum.

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 13th November 2019 are a correct record.

These had been distributed previously. One error was identified – in the public forum the amount expected from the Co Op was £1,800 not £1,300. With this amendment made 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) LDC fliers – A Councillor's Workbook about action on climate change and
- iii) Reaching Out – Guide to Helping Councils Tackle Loneliness – both placed in the circulation file.
- iv) 3 quotes for a replacement swing seat and chains. The clerk read out the quotes. After deliberation it was decided to accept the price from Wicksteed at £359.50 plus vat for supply and fit. All in favour. Clerk to contact them to place order. **Action: Clerk.**

b) Finance.

- i) Financial Statement. Current a/c £13,586.98. Reserve a/c £9,252.70.
- ii) Payments Received. CIL from LDC £89.41. Clerk to identify from which development this payment came. **Action: Clerk.**
- iii) To authorise payments. a) Clerks Salary, expenses and income tax inc. any postage stamps – total £583.65. A question was asked as to why this amount appears to increase each month. The clerk said that the sum increases and decreased depending upon the amount of stationary claimed and postage stamps purchased.

Initial:

He added that the claim is itemised and checked by a Councillor. b) SLCC subscription - £109.00. c) RJK Construction – final invoice – retention money - £2397.69 inc vat. d) Kings Bromley news – subscription - £6.00 e) Royal Oak – Christmas tree - £150.00 f) Royal Oak – jet wash of area around War Memorial - £100.00.

Comment was made that the Christmas tree and lights were excellent. Clerk to write to Mike Colton with thanks for his help. **Action: Clerk.**

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

- iv) Cash donations to the Parish Council and cheque payments. The clerk said that it was not good practise for payments to be made and / or received in cash and asked that any invoices held by councillors are presented to him well in advance of any meeting to allow time for the cheque payment to be processed.
- v) Review of the Council's Financial Regulation. The suggested amendments to the model document had been distributed by email to all prior to the meeting. It was agreed that these changes should be adopted. All in favour. **Action: Clerk to update.**
- vi) Website accessibility. The clerk said he had been liaising with Eric Roy, the webmaster and it had been decided to wait until more information is forthcoming.
- vii) Precept bid 2020/21. The clerk suggested that item 16 is taken at this time. A discussion took place around items of a capital nature for the next year. Suggestions included the levelling of part of the grassed area at the rear of the village hall and maintenance work to the car park. The clerk went through the expected spend for the current year and the projected spend for next. This showed an excess of £3,129. It was decided that an amount of £3,000 should be allocated to capital projects for next year. Discussion then took place around any increase in the precept for the year. It was proposed by Cllr. Howard and seconded by Cllr. Cole that the precept is increased by the current rate of inflation. Six were in favour with one against. The chairman signed the form to be returned to LDC in January. Clerk to return the form. **Action: Clerk.**

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

Cllrs. Binney said that LDC was undertaking a review of buildings of interest and that Kings Bromley would be looked at soon. He asked that consideration is given to any buildings that are not currently listed to be included. A draft document concerning rough sleepers is now on the website. Views on the draft local plan are sought. Closing date for comments is 24th January. Taxi fare increases are proposed. Details on the website. There are now 50 digital forms for download on the site. An energy saving advice service is available. Cllr Cox added that he had 'called in' the application for 57 homes off Alrewas Road. The proposal is outside the village boundary. Highways are not objecting. A full ecology survey must be submitted. He has seen the parishes comment on the application and questioned why they had not made an objection. The clerk indicated that the LDC IT system did not appear to allow for comments from a parish council only a councillor. It was the clerks understanding that parishes can only comment on planning applications. This was disputed by the District Councillor. Clerk to seek clarification from SPCA. **Action: Clerk.** The chairman thanked the two Councillors for their report.

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

Due to the election not much is progressing. The Act is still to go through parliament. A meeting was held with SCC yesterday and one is scheduled with HS2 in January. The issues at Cappers Lane were handled well but there remains very poor communication from Highways England.

7. To consider setting up a local lottery.

LDC now has the go ahead. Launch will be in March with part of the sale proceeds going to local good causes. More information will follow.

8. To consider whether to start the Neighbourhood Plan process.

A meeting with Patrick Jervis at LDC has taken place. There are 3 main reasons why the creation of a plan is worthwhile 1. It may affect the LDC local plan decision 2. It would create

more income from CIL and 3. It involves the local community in deciding how the parish is developed. Grants towards the cost are available or consultants could be employed. Templates and other plans are available. After discussion it was decided to set up a working group comprising Cllrs. Howard, Cole and Burkinshaw. It will take 12 to 18 months to complete the plan and a local referendum will be required. All were in favour of progressing. Clerk to contact LDC and obtain information off the mycommunity.org.uk website. **Action: Clerk.**

9. **To receive reports on current highway issues. (i) School Crossing Survey.** No reply received from Helen Fisher. Clerk to chase. **Action: Clerk. (ii) Weight Restriction.** The chairman had distributed a set of turn movement figures. The daytime figures did not appear to equate to those expected. He said that it is a matter of waiting until the restriction becomes permanent and this should be once Wood End Lane is straightened and made in to an A class road. The A513 will then be downgraded.
10. **To review the formal relationship between the Parish Council and the Village Hall Committee.**
Having looked through the files, the chairman had distributed previously a summary of his findings. He has spoken to Mrs. Bamber. The Council is responsible for maintaining the fabric of the building and the committee for the day to day running of the hall. There is a reserve in the Village Hall account of around £10,000. After discussion it was decided that a working group is set up comprising Cllrs. Howard, Higgins and Browne. The group will meet and devise a set of 'relationship rules'. **Action: Cllrs. Howard, Higgins and Browne.** Clerk to check when he last received a copy of the accounts. **Action: Clerk.**
11. **To formally adopt the Councils Social Media Policy (as distributed).**
It was agreed to adopt the policy. All in favour.
12. **To receive reports on any public footpath or highway footway issues.**
The clerk handed a plan of the local footpaths to Cllr. Burkinshaw who undertook to plot the locations of all the stiles, kissing gates and bridges. Clerk to then add to the council's asset register and mapping system. **Action: Cllr. Burkinshaw and Clerk.**
13. **To consider estimates for the levelling of ground at the rear of the Village Hall.**
Cllr. Crawley had an estimate off Perennial Landscapes, the contractor that is currently undertaking the grass cutting maintenance on behalf of the council. He ran through the figures. To turf a 10m by 15m area would cost £2,600 plus vat and to seed would cost £1,940 plus vat. Funding for this would come from that remaining in the refurbishment fund. The clerk pointed out that if parish funds are to be used then 3 estimates would be required. A discount of 5% would be made if the work is done in January. It was agreed that the area should be turfed and that the funding should come from the refurbishment account. All were in favour. Clerk to contact Perennial Landscapes. **Action: Clerk.**
14. **To receive updates from Councillors / Clerk on the following issues raised at the last meeting – Medical Car Share scheme, re-glazing of the BT, repairs to the village hall car park, lorry speed past the school, placement of bricks.**
Three new volunteer drivers have come forward. Mrs. Pollard has indicated her willingness to continue as coordinator. Cllr. Higgins said she will give support. The cost of the glazing for the BT box is £299 plus vat. Cllr. Higgins will speak to Nigel Lee about options. **Action: Cllr. Higgins.** Cllr. Burkinshaw will attend to the potholes in the car park soon. **Action: Cllr. Burkinshaw.** Cllr. Browne has spoken to the landlord of the scaffolding firm regarding them using Crawly Lane. Placement of the 'brick's will be undertaken soon.
15. **To consider a new format for the Open Parish Meeting.**
The clerk suggested that this meeting could be held prior to the April General meeting at 7pm. This was agreed. Village organisations will be invited as usual but will be asked to keep their report to two minutes maximum. All were in favour.
16. **To consider capital projects for the year 2020/1**
Covered under 4b vii above.

17. To consider Councillor reports – for information only.

Cllr. Higgins said that 30 attended the WI 'loneliness' meeting which was a great success. Cllr. Howard said that the Gardening Guild meeting on 20th January would involve a discussion on the Best Kept Village and involve others that might be interested. Feel free to come along and have an input.

The meeting closed at 10.13pm

Signed (Chairman) Date 8th January 2020.