

KINGS BROMLEY PARISH COUNCIL

Minutes of the Annual Meeting held on
Thursday 9th May 2024 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. N. Crawley (Vice Chair); S. Browne; P. Till; J. Burkinshaw; C. Davies.

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

Public Session: Six members of the public were present.

Public Forum:

No one wished to speak at this time.

1. **Election of Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. Burkinshaw nominated Cllr. Davies who accepted the nomination. This was seconded by Cllr. Crawley. No further nominations were made and Cllr. Davies was duly elected with all being in favour.
2. **Election of Vice Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. Browne nominated Cllr. Crawley. There was no seconder. A second nomination was made when Cllr. Davies nominated Cllr. Till. This was seconded by Cllr. Crawley. Three were in favour with one abstention. Cllr. Till was duly elected.
3. **To co-opt a Councillor and Completion of Declaration of Acceptance of Office.**
The clerk said that one application had been received from Yvonne Sheldon who was present in the public area. Cllr. Browne asked her some questions which she duly answered. It was then proposed by Cllr. Till and seconded by Cllr. Crawley that Ms. Sheldon was co-opted onto the council. All were in favour, The clerk then invited her to sit with the rest of the councillors.
4. **Apologies and approval of absence.**
County and Dist. Cllr. R. Cox; Dist Cllr. T. Marshall.
5. **a) in accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interest in items on this agenda.**
None made.
b) Clerk to report any written requests for dispensations in respect of items on this agenda. None received.
6. **To resolve that the minutes of the Kings Bromley Parish Council General Meeting held on 11th April 2024 are a correct record.**
The minutes from the meeting above had been distributed previously. It was proposed and seconded that these minutes are signed as a true record. All were in favour. The chairman signed the minutes.
7. **Clerks Report.**
 - a) **To consider correspondence received (much of the below had been circulated previously to all Councillors)**
 1. Remittance advice from LDC confirmed precept and CIL payment.

2. Email from LDC regarding dog fouling and the actions that they will be taking.

b) **Finance.**

- i) Financial Statement. Current a/c – This was not available as a statement from the bank had not yet been received. Reserve a/c £15,676.79 (Ring fenced £3,713.11).
- ii) Payments Received. Precept £19,014.00. £900.00 CIL payment. The clerk said that this amount would be ring fenced.
- iii) To authorise payments.
 1. Clerks net salary, income tax, expenses and postage costs - £717.08
 2. ICO subscription - £40.00
 3. Ian Colclough 3 attendees at training course - £15.00
 4. Zurich – annual insurance - £638.10
 5. Ian Colclough – gratuity for internal auditor - £47.24 (wine)
 6. Perennial – grass cutting - £247.50 plus vat
 7. Steve Browne – BKV printing - £628
 8. Allan Howard – BKV printing - £14.40 inc vat
 9. ACWarb – not paid yet as work not undertaken.
 10. Ian Colclough – BKV children's poster prizes - £186.95

It was felt that the grass cutting was not up to expectation and that the invoice from Perennial should not be paid yet. All were in favour of paying the rest of the above invoices.

iv) Tree survey for 2024. The clerk said he had been informed that the survey would be delayed. Clerk will chase.

Action: Clerk.

v) End of year audit and review of internal auditors report.

The clerk said that Tomkinson and Teal had now completed the internal audit and signed it off. The next step is to send the completed audit return to Mazars, the external auditor, probably in mid to late June.

Action: Clerk.

vi) Bank signatories. A third signatory is now required. Cllr. Davies volunteered. Clerk to complete the necessary forms.

Action: Clerk.

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

Neither councillors were present and no written reports received.

9. Best Kept Village – update on entry.

Cllr. Davies said that he thought the BKV entry was not part of the responsibility of the Community Engagement Team. Cllr. Browne had taken on the role which included liaising with the school and printing and putting up notices. He was thanked for this.

10. To consider the latest HS2 information including Cemex quarry.

Cllr. Browne volunteered to take on this role. He has concerns that Cemex, with the cancellation of HS2 Phase 2, will now look to open up new markets. He has contacted Liz Davies at HS2.

11. To receive reports on current highway issues. SID tender approval.

Cllr. Till reported. He has sent the draft tender and specification document to all Councillors. A meeting with Beth Tranter from SCC highways has now taken place and discussions over locations have taken place. Near neighbours will need to be consulted. There is still some doubt over a suitable location on Alrewas Road. Cllr. Cox to initiate a speed survey to help in the decision process.

It was proposed by Cllr. Burkinshaw and seconded by Cllr. Davies that the tender as presented should be sent to three prospective companies. All in favour. Clerk to arrange.

Action: Clerk.

A quote will be obtained from SCC for the supply and erection of the posts to which the devices will be fitted. The chair thanked Cllr. Till for all the work he has done so far and asked him to express the councils thanks to Beth Tranter at SCC.

12. To receive reports on current footpath issues.

Cllr. Davies said he has spoken to the chair of Broome Manor Ltd about the gate on the path from Broome Close. They have offered to pay for the upkeep of the path and gates but have been told by SCC not to do this. Clerk to obtain a copy of that communication from SCC.

Action: Clerk.

Regarding the gate on the Show Field, the clerk to write to landowner regarding this and the fence that has fallen.

Action: Clerk.

Mention was made of the footpath off Crawley Lane towards the A515 and that part of it is overgrown. There was some discussion over ownership. Clerk to initially report to SCC.

Action: Clerk.

The clerk was also asked to make a request to SCC to have the footways in Church Lane and Leofric Close resurfaced.

Action: Clerk.

13. To hear an update on progress on the identified key projects for 2023/4.

(i) Neighbourhood Plan. Cllr. Burkinshaw said that no grants are available yet. The next step is to ask for technical support. A new working group will be set up comprising Cllrs. Burkinshaw, Crawley and Sheldon. Cllr. Till said that a neighbouring parish has used the services of a Kings Bromley resident to prepare their plan. It was suggested that he is approached. Cllr. Till to contact.

Action: Cllr. Till.

(ii) War Memorial fence replacement. Cllr. Burkinshaw said that a meeting with the clerk has yet to take place. It was suggested that Paul Harris may be able to help with the design aspect. Cllr. Burkinshaw to contact.

Action: Cllr. Burkinshaw.

(iii) Community Engagement and Communications. (CEC) Cllr. Davies reported. No further progress has been made. The next step is to understand the demographics in the parish. Glen Wright will be approached about the Village News circulation. Could this be used to include parish council news? The cost of publication is covered by advertising and subscriptions.

Action: Working Group

(iv) Cllr. Burkinshaw said that a company called Playdale failed to turn up then came on the wrong date. They have been informed about the wetpour problem by the slide. This will be fenced off – Cllr. Sheldon will provide 'pins'.

Action: Cllr. Sheldon.

It is suggested that the issue is the water ingress from the adjoining garage that has no guttering. Owner to be asked to install guttering.

Action: Cllr Till.

A zoom meeting with Playdale will take place 6th June.

The clerk asked about the 'wild area' in the top corner of the playground. After discussion it was felt that the area should be cleared to include the kerb stones. Clerk to ask handyman.

Action: Clerk.

14. To consider the village hall accounts and agreements.

Cllr. Burkinshaw said that the AGM on 16th May will go ahead. Cllr. Browne requested that he comes off the Village Hall Management Committee. This was agreed.

15. To make an application to register local buildings / land as Assets of Community Value.

Cllr. Burkinshaw and the clerk to meet to complete the application form.

Action: Cllr. Burkinshaw and Clerk.

15. To consider Councillor reports – for information only.

Cllr. Browne said that after 36 years as a councillor he thought the time had come to stand down. He will do this in October. He was thanked by all present for his dedication and service to the parish.

The clerk was asked to contact LDC to make a formal complain that Dist. Cllr. Hawkins is yet to be seen in person at any parish meeting.

Action: Clerk.

The Womens Group (formally WI) will continue to run the drop-in cafe. A grant from Cllr. Cox has been applied for.

Safety issues to be added to future agenda under item 11.

Action: Clerk.

Cllr. Davies said that a village risk assessment is required. Item to be added to next agenda.

Action: Clerk.

The meeting closed at 9.18pm.

Signed (Chair) Date: 13th June 2024.