

KINGS BROMLEY PARISH COUNCIL

DRAFT Minutes of the General Meeting held on

Thursday 10th October 2024 commencing at 8.55pm at Kings Bromley Village Hall.

Note – corrections to these minutes will be recorded in the minutes for the following month.

Present: Cllrs. C. Davies (chair); N. Crawley; S. Browne; P. Till; J. Burkinshaw;
Mrs. B. Panayi; Mrs. Y. Sheldon. County and Dist. Cllr R. Cox.

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

Public Session: Four members of the public were present.

The chairman informed those present that this evenings meeting was being recorded electronically.

Public Forum. No one spoke at this time.

1. **Apologies and approval of absence.**
Dist. Cllr. T. Marshall.
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. Panayi on item 6 as her company undertakes the cleaning work at the village hall.
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 17th September 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. Cllr. Cox made a request to have the minutes of meetings sent to him. The clerk will arrange.
Action: Clerk
4. **Clerks Report.**
 - a) **To consider correspondence received (some of the below had been circulated previously to all Councillors)**
 1. Email – Best Kept Village presentation evening – change of date. Date now 23rd October.
 2. Email SPCA – re Staffs Police Feedback. Clerk to make response.
Action: Clerk
 3. LDC email re Parish Network Meeting. Cllr. Burkinshaw will try to attend. Start time now 7pm.
Action: Cllr. Burkinshaw.
 4. Email re accessibility compliance. This was handed to the chair.
 5. Email LDC re War Memorial planning. A discussion took place regarding ownership of the land where the memorial is situated as the LDC planning officer had said that as long as the council owns the land then there would be no need for planning approvals to undertake the work suggested. As an assurance, Cllr Burkinshaw suggested that the council seeks indemnity cover in case it transpires that the land is owned by a third party. Clerk to look into this.

Initial:

Action: Clerk.

6. Email - annual play inspection report – item below.

7. Email from Eric Roy – webmaster. Eric pointed out that his support would cease by April 2026. The Communications Group are looking into alternatives including a new website, dedicated emails, a .gov.uk domain name and cloud storage.

8. Email regarding use of Leofric open space as an 'allotment'. Cllr. Till said he would speak to the person/s using the area. Cllr. Burkinshaw will draft a letter, with the clerk, to follow on from that discussion.

Action: Clerk and Cllrs. Till and Burkinshaw.

9. Email from Cemex re out of hours working. This was covered in the planning meeting held earlier.

10. Request to purchase a dozen 'litter pickers'. Allan Howard has said that a dozen pickers would be useful. It was agreed that these can be purchased. All in favour.

11. Email from Support Staffordshire re affordable housing. Paul Keats has offered. Free of charge, to help. Clerk to contact.

Action: Clerk.

12. Copy of email from resident to DPD re illegal lorry turns. The clerk said he was attempting to find a suitable contact at the police so he could report the incident.

Cllr. Cox suggested that it is reported through the police website. Clerk to do this.

Action: Clerk.

13. Email from Staffs Police re 'having your say'. Clerk to make a response on behalf of the council.

Action: Clerk.

14. Email – Staffs Police report. The clerk read out the report.

15. Email re electric vehicle charging points. More information is required. Clerk to contact.

Action: Clerk.

16. Letter from resident re establishing a wildlife sanctuary. This to be fully discussed at the next meeting. Clerk to add to the agenda and inform the resident.

Action: Clerk.

17. Email from Lindsey Davies re church reading at Christmas. It was agreed that the chair would make the reading on behalf of the parish council. All in favour.

Action: Cllr. Davies.

18. Email from resident re councillor vacancy. The clerk said the notices advertising the vacancy had 'gone missing' from the boards. The deadline for applications is 31st October. Clerk to print and reinstate the notices to see if there is any other interest.

Action: Clerk.

b) Finance.

i) Financial Statement. Current a/c £6,197.88 after all cheques clear. Reserve a/c £15,815.42 (Ring fenced £4,613.11).

ii) Payments Received. VAT refund of £806.98

iii) To authorise payments.

1. Clerks net salary, income tax, expenses and postage costs - £676.08

2. Perennial Landscapes – grass cutting - £247.50 plus vat

3. Ian Colclough – HMLR search fees - £19.95

All were in favour of paying the above invoices.

c) NALC 2024 Model Financial Regulations.

The clerk and chair are working through the document and will forward a draft version in due course.

Action: Clerk and Cllr. Davies.

d) End of Q2 financial statement.

These had been circulated previously. No questions were forthcoming.

e) To review councils Standing Orders.

These had been circulated previously. The item was deferred until the next meeting.

f) Annual Play Inspection Report.

This was covered in 4 (a) above.

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

Cllr. Cox reported. Councils and others are invited to comment on the LDC Local Plan between 30th October and 11th December. He recommends that the council does this.

Clerk to add item to next agenda.

Action: Clerk

A new development will take place soon at the old Kenning s Garage site.

He has some unclaimed grant funding if any local groups wish to make a claim.

Much extra work is being done on highway repairs with double the amount of road gullies cleaned out in the last twelve months.

6. To consider any village hall issues – Julie Bamber in attendance to discuss (i) hall administration. (ii) building condition survey (iii) acoustics in the main hall (iv) parking and charging at / for the hall car park.

(i) Julie reported. The booking system is working well now with many new bookings. Compliments are being received from users. The water heater is to be replaced (will make application to Cllr. Cox for support from his grant fund). It is proposed to remotely control the central heating so that the heat is only on when the hall is in use. Term and conditions have been amended. There is new cleaning equipment. Charges will also be amended. (ii) No progress (iii) It was agreed that the cost of the materials would be shared between the council and the hall management committee. Cllr. Burkinshaw to provide the labour.

Action: Cllr. Burkinshaw.

(iv) It was considered a good option to have the car park delimited with white parking lines. A manhole is lifting – Cllr. Crawley to assess and possibly consult with contractor to obtain quotes to remedy and also undertake lining work.

Action: Cllr. Crawley.

7. To consider the latest HS2 information including Cemex / Tarmac quarry.

Liz Davies is no longer an employee of HS2.

8. To receive reports on current highway issues including (i) report on rural speed limits (ii) safety – SCC feasibility study.

(i) Cllrs. Till reported. Keble Heath have been asked to undertake the post installation work and have applied for the licenses. Scheduled for 4th November and Cllr. Burkinshaw will observe.

Action: Cllr. Burkinshaw.

The devices will be left in default mode until Cllr. Till programmes them.

He and Cllr. Sheldon attended a meeting in Stafford regarding rural speed limits. A point was made to SCC about making the whole of the A515 a 50 limit.

(ii) Cllr Cox said that a report is expected in Nov / Dec this year and he thinks he has a scheme that will be approved (but could not say what it is).

9. To receive reports and updates on current footpath issues.

Cllr. Davies said that a meeting with SCC over the possible future role of volunteers is yet to be arranged. He will contact SCC.

Action: Cllr. Davies.

Cllr. Burkinshaw reported a communication from a resident who had slipped and injured herself when attempting to use the dog waste bin by the bend in the road in Crawley Lane. Discussion took place around how the location could be improved – move the bin or provide better access. It was generally felt that the bin was located correctly and that perhaps more care should have been taken. However, the clerk was asked to contact Perennial Landscapes to see if they could strim around the bin area to remove nettles and also get a quote from the handyman to install a slab.

Action: Clerk.

10. To consider a proposal that future meetings are recorded electronically (details circulated previously).

Cllr. Till said this was being undertaken this evening. Cllr. Cox left the meeting.

11. To approve the document ‘Councillors Induction Pack’.

The pack had been distributed. All were in favour of its adoption. Cllr. Sheldon will send the final version to the clerk.

Action: Cllr. Sheldon.

She then asked the clerk for qualification on his stated work hours and availability. He said that he is generally available 9am to 5pm Monday to Friday every week (even when on holiday) as he carries his laptop and phone with him. A question was asked as to how many hours per week he undertakes. He replied that his contract is for 8 hours per week but that he thinks, with the recent increases in workload, that this is more likely to be 12 hours. The chair intimated that when council looks at next year's precept bid then account should perhaps be made of this. The clerk added that the analysis prior to making the bid should ideally commence in November / December and that councillor should begin to give some thought to this.

Action: All.

Cllr. Till said he thought that a means of sharing holiday dates would be useful. Clerk suggested use of an on-line calendar. Clerk and Cllr. Till to look into options.

Actions: Clerk and Cllr. Till.

12. To hear progress on compiling a village risk assessment.

Deferred.

13. To hear an update on progress on the identified key projects.

Deferred.

14. To hear an update on registering the cricket ground as Assets of Community Value.

Deferred.

15. To consider Councillor reports – for information only.

Cllr. Burkinshaw – met with LDC planning officer. Work at War Memorial can be done under permitted development subject to the land being owned by the council (see item 4 (a) 5 above). Cllr. Davies said that the next step would be to tender for the work. This was agreed. Cllr. Browne – flood report will be issued next month.

The meeting closed at 10.38pm.

Signed (Chair) Date: 14th November 2024.