

# KINGS BROMLEY PARISH COUNCIL

## Minutes of the General Meeting held on

Thursday 13th March 2025 commencing at 7.40pm at Kings Bromley Village Hall.

This meeting was recorded electronically and these minutes are an abridged transcript of that recording. Note that corrections to these minutes will be noted in the minutes for the following month.

**Present:** Cllrs. C. Davies (chair); J. Burkinshaw; Mrs. B. Panayi; Mrs. J. Bamber; S. Cox. County and Dist. Cllr. R. Cox (arrived 20.19)

**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. Apologies and approval of absence.**

Cllr. Mrs. Y. Sheldon; P. Till; (both on holiday) 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.**

None made.

**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 13<sup>th</sup> February 2025 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.

**4. Clerks Report.**

**a) To consider correspondence received (some of the below had been circulated previously to all Councillors)**

1. Elan City – quote for two reserve SID batteries - £185.90 inc vat and delivery. After discussion it was decided not to proceed with this purchase until such time that new batteries are required.

2. Email re funding opportunities. This was passed to the chair for consideration.

3. Community Safety Strategy Survey. Replies requested by 19<sup>th</sup> March. Cllr.

Burkinshaw will add to the 'group chat' – could take up 45 minutes of time and uses a voice recorder. £50 funding to parish finances.

4. Police report. Clerk read out the email.

5. Email from SPCA re questions raised regarding the necessity to have a planning committee. The reply was read out. The chair intimated that a local resident, Mr. Paul Harris, who works in planning, could be asked to comment on more complex planning applications in future. This was thought to be a good suggestion. It was decided to defer these decisions pending further discussion at a future meeting.

6. Email from Eric Roy (webmaster) regarding handover to new web service provider and options open to council. This was discussed under item 11 (ii).

**b) Finance.**

- i) Financial Statement. Current a/c £5,680.34. Reserve a/c £8,306.59 (Ring fenced £4,613.11). The clerk said that at year end and with all cheques cleared there will remain around £4,470 in the current account. This compares to around £11,000 at last end of year.
  - ii) Payments Received. £280.00 for grass cutting at the village hall.
  - iii) To authorise payments as examined, verified and certified by the clerk.
1. Clerks net salary, income tax, expenses and postage costs - £691.76  
Cheques to CPRE and Elan City (SID batteries – see 4 a (i) above) were destroyed. Clerk was asked to list all subscriptions that council makes.  
**Action: Clerk.**

All were in favour of paying the above invoice.

**c) Other matters.**

- i) Village Organisations. The clerk had distributed the latest list which had been updated by the chair with contributions from councillors. Clerk to complete the update and re circulate. A central 'database' of the organisation, contact name, email, phone number and whether the individual wishes for their name to be public will be created.

**Action: Clerk**

- ii) Cllr. Responsibilities. The clerk updated the list and will re circulate.

**Action: Clerk.**

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

District and County Cllr. Cox reported. He spoke about the Government proposal to introduce further unitary authorities and how this may affect Staffordshire. Several proposals were mentioned including the possibility of Stoke joining with Newcastle and Staffs Moorlands to form one authority. This led to the remaining Districts perhaps forming a single unitary in the south of the county. The implications for staff and infrastructure are enormous. 'Evidence' needs to be gathered to back any proposal by November 2025. Staffordshire's proposal is a 'Staffordshire Unitary' which would see the demise of the District Councils. This would leave the Stoke Unitary as an 'island' and as such would not be considered. Next week LDC will decide its preference which may include the 'Southern' Districts of Tamworth, Lichfield, South Staffs, East Staffs and Stafford. A 'strategic authority' would be formed with an 'elected mayor'. The question is where would the administration centre be for a southern unitary? The main infrastructure is in Stafford. No thought to parish councils seems to have been considered. Existing staff at the many districts would be expected to drive the change through while still undertaking their normal duties. There is also the threat of redundancies. Staffordshire currently has a 'balanced budget'.  
The chair thanked Cllr. Cox for his detailed report.

**6. To consider the necessity for the council to have a Planning Committee.**

This item will be taken at a future meeting.

**7. To consider any village hall issues (i) hall administration. (ii) acoustics in the main hall (iii) Damp issues.**

(i) Cllr. Bamber said that bookings were increasing including for weekends and people who live outside the village. Looking at a system that will automate the heating system to save money. Hope to get the piano tuned.

(ii) This will be done once Cllr. Burkinshaw has completed his house move later this month.

(iii) Advice taken would indicate that the damp is being caused by poor ventilation. Cllr. Panayi is looking at options which may include re opening the blocked air bricks or having vents in windows. She will report back after liaising with Neil Crawley.

**Action: Cllr. Panayi**

(iv) Cllr. Burkinshaw intimated his willingness to remain as a trustee, however two parish councillors need to be trustees. One would be Cllr. Bamber as she is a member of the management committee already. Neil Crawley has also offered to remain. Further discussion / decisions can be made at the VHMC AGM. Lease expires in 2034.

**8. To consider the latest HS2 and Cemex information.**

Chair said that there are no new updates. Resident said that he has had notices to say that all their surveys are being redone. Cllr. R. Cox said that, if he remains as a councillor after the election, he has been asked to be chair of the Cemex liaison group.

**9. To receive reports on current highway issues – (i) SID latest including on-going maintenance (ii) Alrewas Rd traffic survey (iii) A515 safety feasibility study.**

(i) Chair said the latest report has been circulated by Cllr. Till and makes very interesting reading.

(ii) Survey done and distributed. Indicates there are speeding issues but not like those on the A515.

(iii) Report has been distributed. There are clear recommendations. Parish Council does not need to respond. Priorities will be looked at in order – priority one being to look at additional street lighting. A consultation will take place and at that time the council and residents will have their input. Budget would be to do the work in 2026/7.

**10. To receive reports and updates on current footpath issues.**

Many reports on social media around dogs out of control and off the lead and fouling on green spaces and even along footways. Problems with HGVs using Shaw Lane – probably using satnavs on Google Maps not recognised software specifically to guide large lorries. Suggested that signs are erected at Shaw Lane and by the canal bridge that does have a weight restriction on it (signs missing). Clerk to ask SCC Highways.

**Action: Clerk.**

**11. To hear an update on progress on the identified key projects. (i) Neighbourhood Plan (ii) Community Engagement and Communications (iii) War Memorial tender update.**

(i) Housing needs assessment questionnaire done, now needs printing and distributing to every household. Waiting for questionnaires to arrive. Printing cost around £450. Needs to be delivered to each household. Volunteers required to do this. Chair and Cllr. Till now working on the 'infrastructure' part and have had help from Mr. Harris looking at small / infill / brownfield developments and working with landowners who may wish to see small scale developments on their land.

**Action: All Councillors**

(ii) Chair reported that progress is being made following attendance at a SPCA course. A move to a .gov.uk domain will be done and include dedicated email addresses for all councillors. The host will be Parish Online who will help to transfer the existing content. One person will have full admin rights to undertake updates etc. Cost is £400 pa. Cllr. Davies proposed and Cllr. Burkinshaw seconded that this expenditure is met and that Parish Online are appointed. All in favour.

(iii) Chair reported. Councillors met for pre contract discussion and decision on who to award the work to. After consideration it was decided to offer the work to Lichfield Tarmacadam. Material samples are available for all to see at the chair's house. Work could commence 22<sup>nd</sup> April and finish before the May bank holiday. Need to avoid clash with VJ day on 8<sup>th</sup> May. Decided to delay until after that date. Base of memorial is dirty. Proposal from Cllr. Davies, seconded by Cllr. Burkinshaw that it is professionally cleaned. All in favour.

**13. To hear an update on progress on deferred items a) Village risk assessment b) Cricket Ground as an ACV c) Maintenance policy for parish owned areas.**

(a) Cllr. Till is looking into this – deferred until next meeting.

**Action: Cllr. Till.**

(b) Secretary of the club says it will be done. (c) Cllr. Burkinshaw said that in light of his departure perhaps now is the time to drop this suggestion. Something could be included when the next grounds maintenance contract is drawn up ready for 2026. Meeting next Tuesday with Perennial to look at the wildflower area in Lanes Close.

**14. Review of standing order – (i) Financial Regulations update.**

(i) Work is on-going.

**Action: Cllr. Davies and clerk.**

**15. To consider Councillor reports – for information only.**

Cllr. Burkinshaw suggested that council begins the process of finding a new councillor to take over from him when he leaves in September. An expression of interest in the role has been received by the chair.

The meeting closed at 9.27pm.

Signed ..... (Chair) Date: 10<sup>th</sup> April 2025.