

## ECCLESHALL PARISH COUNCIL

May 15<sup>th</sup>, 2013

The AGM of Eccleshall Parish Council was held on May 15<sup>th</sup>, 2013 at Eccleshall Community Centre, at 7.30pm, this meeting was followed by a meeting of the Planning Committee.

**55/13). Present were:-**

Councillor G. Dale (Chairman)	Councillor D. Pimble
Councillor B. Apps	Councillor P. Mullee
Councillor M. Starkey	Councillor L. von Elbing
Councillor J. Allen	Councillor G. Garner
Councillor L. Serjeant	Councillor E. Amos
Councillor M. Dodkins	Councillor D. Jacques
Councillor B. Delanchy	Mrs C. Heelis (Clerk)
Ms C. Riley – Housing Plus	Borough/County Councillor Chapman.
2 members of the public	

Apologies were received and accepted from Councillors Jones and Baskerville together with Borough Councillor J. Pert.

*The meeting opened with prayers*

**56/13). Election of Chairman and signing of Declaration Form:-**

**Councillor Pimble took the Chair for the election of the Chairman.**

Members had been notified prior to the meeting that there was only one candidate for the Office of Chairman. Councillor G. Dale was duly elected as Chairman for the ensuing year.

**Councillor Dale took the chair.**

**Vice-Chairman:-** Only one nomination had been received and Councillor Pimble was re-elected as Vice-Chairman for the ensuing year.

**57/13). Signing of Declarations of Acceptance of Office:-** Councillor Dale and Councillor Pimble signed the Declaration of Acceptance of Office forms.

**58/13). To consider Councillor requests for dispensations:-** No requests had been submitted.

**59/13). To appoint Committees and Liaison Representatives:-**

<b>Planning Committee</b>	All Councillors
<b>Traffic Management Committee</b>	Councillors Pimble, Allen, von Elbing, Dale, Amos, Garner, Jones, Starkey, Serjeant, Dodkins and Jacques, together with a co-opted member (Business Focus Group).
<b>Enhancement Committee</b>	Councillors Dale, Allen, Pimble, Baskerville, Delanchy, Amos, Garner, Apps, Mullee, Dodkins, Serjeant and Starkey, together with co-opted members – Mr R. Vaughan and Mrs W. Baskerville.
<b>Policy and Resources</b>	Councillors Allen, Dale, Pimble, Jones, Garner, Mullee, Starkey, Amos and Serjeant.
<b>Footpaths Committee</b>	Councillors Allen, Dale and Baskerville together with co-opted members – Mr N. Davenport, Mr G. Clowes and Mr D. Smith.
<b>Staffing Committee</b>	Councillors Allen, Pimble,
<b>Croxton Playing Fields</b>	Croxton Councillors
<b>Allotments</b>	Councillors Garner, Apps and Starkey.
<b>Ecclian Society</b>	Councillor Jones
<b>Business Group</b>	Councillor Jones
<b>Press Officer</b>	Councillor Jones
<b>Tourism Bureau</b>	Councillor Jones
<b>Internal Auditor</b>	Councillor Jones
<b>Eccleshall Community Centre</b>	Councillors Dale, Allen and Amos
<b>Parish Councils Assoc.</b>	Councillor Allen
<b>Parish Forum</b>	Councillor Allen
<b>Police Liaison Officer</b>	Clerk
<b>Local Agenda 21</b>	Clerk
<b>Farmers Market</b>	Councillor Mullee
<b>Independent Internal Auditor</b>	Mrs Julie Hill

<b>Newsletter Editorial Team</b>	Councillors Dale, Allen and Pimble
<b>Children &amp; Young Peoples Champion</b>	Councillor Dodkins
<b>Slindon residents</b>	Councillor Dodkins
<b>Bishop Lonsdale School</b>	Councillor Dodkins
<b>Eccleshall First Responders</b>	Councillor Jacques
<b>Offley Hay Village Hall</b>	Councillor von Elbing
<b>Communities Mean Business</b>	Councillor von Elbing

**60/13). To Consider the Councils Deeds and Insurances:-** This item was referred to the Policy and Resources Committee.

**61/13). Public Participation:-** The members of the public did not wish to address the Council.

**62/13). Affordable Housing – Report from Charlie Riley on the Feasibility Study undertaken of potential sites.**

*Councillor Pimble reminded members that he had previously declared an interest in this matter and in accordance with the Dispensation granted on March 18<sup>th</sup>, 2013 was able to participate in the discussion but not cast a vote.*

At a meeting of the Planning Committee held on February 6<sup>th</sup>, 2013 the Parish Council had accepted the sites recommended by Housing Plus with the strongest potential to achieve affordable housing. These dwellings, some bungalows but mainly houses, would be exclusively reserved for people who live, have family ties or work in the Parish for the foreseeable future. Charlie reported that a feasibility study had been undertaken into potential sites for affordable homes, on and to the rear of the Burgage and Landowners had been approached. Draft sketches had been prepared to illustrate how the 28 homes could be accommodated on two of the sites with a possibility of an additional 8 on a site to the rear of the bungalows along the Stone Road and to the west of the Burgage. Councillors commented on the loss of parking spaces and Charlie indicated that new spaces would be provided in the scheme and that three of the homes currently shown as being developed on the existing car park may be better accommodated on the third site in addition to the remaining eight. It was agreed to accept these proposals in principle and Housing Plus would continue to liaise with the landowners with a view to submitting Planning Applications as soon as possible following public consultation which would be held in June.

**A public consultation session would be held in June to enable residents to view the proposals and make comments and the Clerk was asked to make reference to this in the June newsletter.**

The Chairman thanked Charlie for attending the meeting.

**63/13). To confirm the minutes of the Council meeting held on April 17<sup>th</sup>, 2013 and the Annual Parish Meeting held on April 24, 2013:-** The minutes, which had been previously circulated, were agreed and signed.

**64/13). Report from Borough/County Councillor Chapman:-**

The Chairman congratulated Councillor Chapman on his election as County Councillor for the area. Councillor Chapman indicated that he was no longer Vice-Chairman of the County Council and had relinquished his role as Chairman of the Police and Crime Panel.

Councillor Chapman reported that he had met with Mr C. Mitchell to discuss the condition of roads in the area and would continue to make representations to get the local roads brought up to a better standard. The Well at Woodwall Green continued to overflow and this issue would have to be resolved prior to the preparation works for the surface dressing, but the ownership of the well remained uncertain.

Councillor Chapman had agreed to contribute 50% of the cost for the bespoke railings on Castle Street and continued to liaise with the Stafford and Rural Homes regarding the painting of the railings and replacement of the name plates outside Selwyn Court. The Clerk had written to BT regarding the condition of the grass verge outside the Exchange, but no reply had been received. Councillor Serjeant indicated that he had a contact for BT and Councillor Chapman offered to pursue this matter.

**65/13). Committee Reports:-**

**Traffic Management Committee –** The next meeting would be held on July 3<sup>rd</sup>, 2013, following the meeting of the Planning Committee.

**Enhancements Committee:-** Councillor Dale thanked Councillors Starkey, Apps and Garner together with Mr P. Alcock for their assistance preparing the Pictorial Meadow. Dog Fouling continued to be a major concern and the tenders for the Railings on Castle Street would be considered under the Clerks Report.

**Policy and Resources Committee –** Councillor Allen reported that a meeting date was to be arranged.

**Footpaths Committee:-** Councillor Allen reported that walkers using Footpath 4 from the Newcastle Road to Sturbridge had again been asked to pay to use the footpath during the Bank Holiday Market. The matter had been reported that Rights of Way Team who advised that the Landowner and Market Organisers would be contacted by Legal Services.

Councillor Chapman had agreed to continue to support the local footpath network through the Local Community Fund as Councillor Butter had and Councillor Allen requested details of any stiles which it may be beneficial to replace with Kissing Gates.

#### **66/13). Liaison Representatives:-**

There were no reports to receive from the Tourism Bureau or Business Group.

**Allotments Association:-** Councillor Garner reported that the AGM had been held on April 24<sup>th</sup>, 2013 when several of the Officers had advised the group that they would be standing down in November. All the plots except two were currently let and there was one plot available for a disabled person. Insurance quotes were being sought to cover the Cabin and the equipment stored in it. Keys to the cabin were available for the plot holders to rent and a generator and battery powered lamps had been installed. The Association had decided not to participate in the Open Gardens as the inclement weather had delayed the growth of produce. However, members were being encouraged to exhibit at Eccleshall Show and sponsorship was to be organised for a category to allow children under the age of eleven to enter vegetables.

The Association was negotiating with the Highways for a replacement gate and fence following damage incurred by a reversing Highway Authority vehicle and the group was anxious to expedite the repairs as soon as possible. Councillor Allen suggested that Mr D. Greenway was asked to install the new gate and fencing as he had previously undertaken exemplary work for the Council.

An open afternoon was planned on June 29<sup>th</sup>, 2013 from 2 – 4pm to which Councillors were invited and light refreshments would be available.

**Offley Hay Village Hall:-** Councillor von Elbing reported that the AGM had been held last week and bookings were buoyant. A Pre-Christmas Fair was to be held in November and the committee was planning to replace Fascia Boards and radiators.

**Bishop Lonsdale School:-** Councillor Dodkins reported that everyone would be grateful when the building work at the school had been completed. The pupils were researching what life must have been like in Eccleshall during the First World War and the Servicemen and Women who had fought and lost their lives. The names would be taken from the War Memorial as a starting point for the research and it was possible that the project may culminate in a commemorative publication.

**Community Centre:-** Councillor Dale reported that the AGM of the Association had been held on May 14<sup>th</sup>, 2013 and the Officers had been returned for another year.

**Young People:-** Councillor Dodkins reported that the open evening of the new premises for the youth club had been well attended and the membership of the Youth Club currently ranged from 25 – 35 with more boys taking part at the new venue. The group needed a shed approximately 10' x 8' to store equipment and if anyone was able to assist they should contact Mr Marshall.

**Communities Mean Business –** Councillor von Elbing reported that she was now acting Chairman of the group and the Cricket Club was submitting a further bid for funding.

**67/13). Neighbourhood Plan:-** Councillor Pimble reported that Hannah Barter from Urban Vision had attended a further meeting of the group on May 2<sup>nd</sup>, 2013 and offered advice on completing an application for funding from a scheme launched on May 1<sup>st</sup>, 2013. Copies of the questionnaire were available in Eccleshall Library, on the Parish Council website and in the June Parish Council Newsletter. Some groups had circulated copies to their members and responses were being returned to the Clerk. The consultation of the Designation of the Plan Area Boundary was to end on May 16<sup>th</sup>, 2013 and there had been no adverse comments submitted. However, the Clerk had been advised the designated area could not be ratified by the Borough Council until the next Cabinet Meeting in Mid-July. The Council resolved that if this delay would affect the preparation of the Plan and the availability of funding a letter should be

sent to Stafford Borough Council and Local Borough Councillors to object, as Alex Yendole had advised that the Parish should progress with the Neighbourhood Plan without delay.

**68/13). Parish Council Newsletter June 2013:-** The Clerk had circulated copies of the June Newsletter and asked for any comments as soon as possible.

**69/13). Clerk's Report and correspondence:-**

**Castle Street Railings:-** The Clerk reported that three tender packs had been sent out with only two having been returned from Rowley Engineering and Partumis Metal. It was agreed to accept the quotation from Partumis Metal which was the cheapest at £1575 + VAT.

The two crests would be manufactured by Photocast, who had previously supplied crests for litter bins and seats. The crests were £375.65 each plus £50 each for fittings. All were in agreement.

It was resolved not to place the orders until funding for £1250 from the Local Community Fund had been confirmed and the application form could not be submitted until June.

**A Midsummer Night's Dream at Stafford Castle:-** Councillors were invited to attend a Civic Reception and Gala Evening on June 28<sup>th</sup>, 2013. Anyone interested should advise the Clerk as soon as possible.

**Fire Engine:-** Despite leaving several messages and sending numerous emails Mrs Heelis had been unable to contact Ms Butcher who had written from the Co-op expressing an interest in meeting to discuss the proposals to rehouse the equipment. However, it seemed that the Fire Service may reconsider and agree to retain the Fire Engine in its existing location and it was resolved to await the outcome of ongoing discussions.

**Clock above James Du Pavey Estate Agents premises:-** Councillor Dodkins indicated that there was a group of local people who would like to get the clock working. Councillor Dale suggested that J.J. Joyce of Whitchurch may be able to assist, they were now part of Smith of Derby.

**70/13). Chairman's Report:-** Councillor Dale reported that he and Councillor Baskerville had Jane Wright and Tony Kirby from Drake Hall Prison and walked around the town to show them the various jobs that it was hoped the Ladies could help with in the community. These included refurbishment of seats and maintenance of the library Garden. No contact had been received since the meeting and Councillor Serjeant offered to follow the matter up.

**71/13). Accounts:-** The Clerk referred to the following account, payment of which had been authorised at the Planning Committee Meeting held on May 1<sup>st</sup>, 2013:-

N & J Tree Services – Tree felling – Eyeswells - <i>Open Spaces Act 1906 s. 10</i>	240.00
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**Authorisation was requested for payment of the following:-**

Salaries and associated costs - <i>LGA 1972 s. 112</i>	2488.55
Expenses - <i>Local Government (Financial Provisions) Act 1963</i>	81.97
Eccleshall in Bloom Baskets x 4 - <i>Concurrent Allowance</i>	120.00
Malcolm Gray photocopying - <i>LGA 1972 s.111</i>	22.63
Trent Grounds Maintenance - <i>Open Spaces Act 1906 s.10</i>	240.00
Annual subscription - CPRE - <i>s.137</i>	50.00
D. Smith - Footpaths Maintenance - <i>HA 1980 s.143</i>	12.38
B.T. Telephone Bill - <i>LGA 1972 s.111</i>	116.92

It was noted that the Clerk's salary included 18 hours overtime worked connection with the Neighbourhood Plan since March 19<sup>th</sup>, 2013. The Clerk was maintaining spreadsheets to record the hours of normal working and overtime hours.

It was resolved that the above accounts be paid as listed and the cheques were signed.

**72/13). Items / date and venue for next meeting:-** June 19<sup>th</sup>, 2013 Offley Hay Village Hall 7.30pm

There being no further business, the Chairman declared the meeting closed at 8.40pm